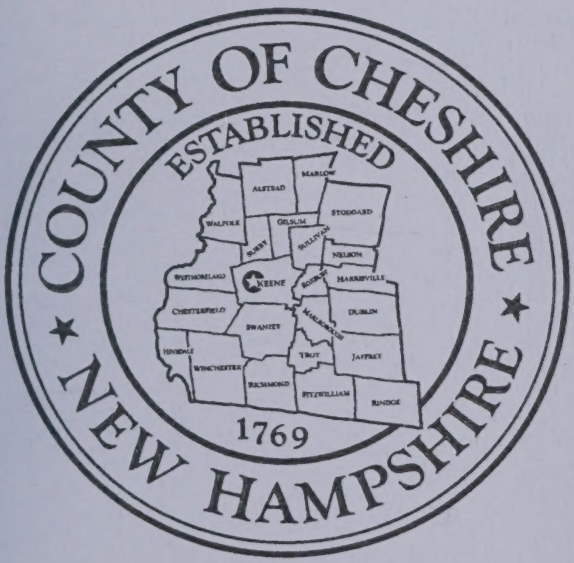
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ANNUAL REPORT
OF THE OFFICERS



OF
CHESHIRE COUNTY
NEW HAMPSHIRE

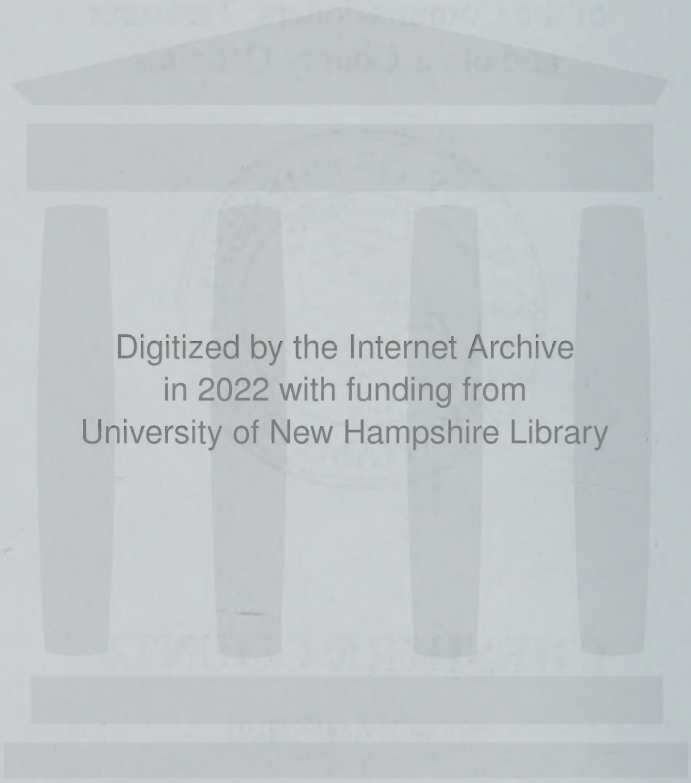
ANNUAL REPORTS

of the Commissioners, Treasurer
and other County Officials

CHESHIRE COUNTY

NEW HAMPSHIRE

for the year Ending
December 31, 1995



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CHESHIRE COUNTY OFFICERS

COMMISSIONERS
Robert Beauregard, Swanzey
Gregory T. Martin, Keene
Jean White, Rindge
ASSISTANT TO THE COMMISSIONERS
Ellen DeYoung, Swanzey
TREASURER
Roger Conway, Swanzey
ATTORNEY
David S. Park, Keene
ASSISTANT COUNTY ATTORNEYS
William M. Albrecht, IV, Keene
Adrienne Lavalle, Bradford
SHERIFF
Douglas Fish, Keene
CLERK OF SUPERIOR COURT
Stillman D. Rogers, Richmond
JUDGE OF PROBATE
Peter S. Espiefs, Keene
REGISTER OF PROBATE
Elizabeth Minkler, Keene
REGISTER OF DEEDS
Evelyn S. Hubal, Keene
HUMAN SERVICES ADMINISTRATOR
Mimi Barber, Keene
MEDICAL EXAMINER
Charles E. Schofield, Keene
SUPERINTENDENT OF FARM, MAPLEWOOD HOME
Patrick McManus, Westmoreland
DIRECTOR OF NURSING SERVICES
Bonnie Carroll, Alstead
PHYSICIANS OF MAPLEWOOD NURSING HOME
Barry L. Stern, M.D., Keene
George Idelkope, M.D., Hinsdale
SUPERINTENDENT OF JAIL
Richard N. Van Wickler, Keene
CONTROLLER
Jeffrey Titus, W. Chesterfield
DIRECTOR OF MAINTENANCE
James Meehan, Keene

COUNTY COMMISSIONERS
ANNUAL REPORT 1995

To the Citizens of Cheshire County:

We are pleased to welcome our two new commissioners, Robert A. Beauregard and Jean T. White. At our January meeting the following officers were selected: Gregory Martin, Chairman, Robert Beauregard, Vice Chairman, and Jean White, Clerk.

The annual budget passed by the County delegation in March 1995 provided for a total expenditure of $16,268,380.00, up 4.79% from the previous year's budget. The major increases were in the Human Service line up 3.4%, Fire Mutual Aid up 9.47%, and the Sheriff's Department up 7.7%.

The Maplewood Nursing Home, located in Westmoreland, experienced a change in Administration when Bonnie Carroll, Director of Nursing, a long time employee, resigned in August. This was followed by the departure of Patrick McManus, the Nursing Home Administrator. Mary Sorensen was appointed acting Director of Nursing. We are indebted to Bill Sturtevant, Rockingham County's Nursing Home Administrator, who became our advising administrator. Also, during the period of the search for a new Administrator, the Commissioners appointed Mr. Titus and Mr. Meehan as co-administrators and they thank them for their efforts. It should be noted that Mr. Titus and Mr. Meehan assisted on a team approach for the employees at Maplewood. They spruced up the rooms and worked hard to provide quality services to the residents.

The Farm Study Committee continued throughout the year. Much emphasis was placed on increasing the farm's efficiency. Goals for the various segments were set and the importance of management was stressed. The Commissioners look forward to a productive 1996, and a decrease in the deficit.

The Commissioners worked with all the elected officials and department heads to revise the Personnel Policy Manual. After many changes and long hours, this project was completed.

The Cheshire County House of Correction ran very smoothly in 1995. Superintendent Richard Van Wickler, worked with the Judiciary and instituted electronic monitoring for some of the convicted inmates. The program has worked well, saves the county some money and generates revenue. The other

program that Mr. Van Wickler started, with the aid of a grant, is the Diversion Program.

The Commissioners worked with Linda Mangones, of the Keene Housing Authority and Peter Breen, from the Southwestern Regional Planning Commission, to secure a Community Development Block Grant in Keene and American With Disabilities Act Grants for the various towns in Cheshire county.

Other areas of involvement by the Commissioners which included the congregate living program, which has been running smoothly; completion of the Marital Court Room in the Superior Courthouse (dedicated to Charles Contas and Marion Hodges), the water improvement project (which came in below the estimate); the airport services regarding clear cutting of 55 acres of trees at the Keene airport (we denied Keene the ability to cut and they are appealing our decision); and the importance of public relations has resulted in positive stories in the local media.

By year's end, we had increased the undesignated surplus funds and used some of the money to reduce the taxes to the cities and towns and to improve the County's Capital Reserve Accounts.

The Commissioners would like to express their appreciation to the members of our Delegation for their continued support and to all the department managers and all the county employees for their dedicated service. Without our highly qualified and dedicated group of county employees, we would have had a much more difficult task. Thank you for all your hard work.

CHESHIRE COUNTY DELEGATION
1995-1996

District 1	Paul A. McGuirk, 9 Pine Street, N. Walpole, 03609
District 2	John J. Laurent, 603 River Road, Westmoreland 03467
	Joseph Feuer, PO Box 129, Marlow 03456
District 3	Wanda McNamara Box 189, W. Chesterfield 03466
District 4	Robert Delano, PO Box 101, Hinsdale 03451-0101
District 5	Irene Pratt, 66 Clark Road, Winchester 03470
District 6	Edwin O. Smith, PO Box 53, Hinsdale 03451-0053
District 7	William Riley, 55 Tolman Pond Rd. Marlborough 03455-5601
District 8	Daniel Burnham, PO Box 496, Dublin 03444-0495
	Stephen G. Avery, PO Box 495, Dublin 03444-0495
District 9	Charles Royce, 113 Mountain Rd., Jaffrey 03452
	Joseph P. Manning, 247 Old Peterborough Rd., Jaffrey 03609
District 10	John B. Hunt, 15 Sunridge Rd., Rindge 03461-9558
District 11	Stacey Cole, P.O. Box 55, W. Swanzey 03469
	Myron Steere, 12 Sawyers Crossing Rd., Swanzey 03469
District 12	Barbara Richardson, 101 Morgan Rd., Richmond 03470
District 13	Katherine Metzger, PO Box 133, Fitzwilliam 03447
District 14	Benjamin De Pecol, 175 Marlborough St. 03431
District 15	Ronald Russell, 74 Beech Street, Keene 03431
District 16	Thayer Kingsbury, 189 Court Street, Keene 03431
District 17	Robert Wollner, 128 School Street, Keene, NH 03431
District 18	Timothy Robertson, Daniels Hill Road, Keene 03431
District 19	Richard Champagne, 18 Fox Circle, Keene 03431
	Richard Doucette, 3 Finch Street, Keene 03431
	Margaret A. Lynch, 37 Church Street, Unit 4, Keene 03431

CHESHIRE COUNTY ATTORNEY
ANNUAL REPORT 1995

As County Attorney for the County of Cheshire, I herewith submit the report of the Cheshire County Attorney's office for the year ending December 31, 1995.

Case dispositions for the year 1995 are as follows:

CATEGORIES	NO. OF NEW CASES	NO. OF CASES DISPOSED OF
Felonies	323	217
Misdemeanors	115	87
Violations	0	2
Other	53	64
Re-entries	245	248
Totals	**736**	**618**

The County Attorney's office is responsible for prosecuting Felony Offenses which have been committed in Cheshire County and Misdemeanor Offenses which have been appealed from one of the District Courts in Cheshire county. The County Attorney and his assistants review matters submitted for consideration from all of the area Law Enforcement agencies, prepare matters for presentation to the Grand Jury, handle all of the Pretrial Motions in conjunction with the matters in which Indictments have been returned, and finally try or otherwise dispose of those cases in the Cheshire County Superior Court. The office also assists local Law Enforcement with the prosecution of particularly complex or unusual misdemeanor matters in the District Courts, and gives those Law Enforcement agencies appropriate guidance during the formal investigation stage of a matter which may ultimately be referred to the office for review and consideration as a matter to be presented to a Grand Jury.

Besides the formal prosecutorial functions outlined above, the Cheshire County Attorney's office also lends its support to activities and agencies devoted to reducing crime and particularly reducing the incidence of Domestic Violence and assaultive behavior in the community. Following a State wide conference on Domestic Violence, Councils were created throughout the State to educate the public concerning the nature of Domestic Violence, inspire elementary age and high school age students to seek non-violent means of conflict resolution,

and to effect multi-disciplinary approaches to intervention concerning those situations and individuals which are outside the educational system. Currently the County Attorney is serving as Co-Chair of the Keene Domestic Violence Council which has enlisted a membership cutting across virtually every profession and discipline and which has already held two public forums for general educational outreach programs concerning Domestic Violence. The Council and its subcommittees are presently engaged in activities and projects designed to implement the larger goals enumerated above.

I am particularly pleased that we will be able to both update our filing system and introduce computers to the office in 1996. The new filing system will consolidate files currently held in conventional file cabinets located throughout the office, into three double-sided units on tracks located in one area of the office and still leaving us with approximately 25% of our new space open for new cases. With the advent of computers in the office we will be able to better manage our cases, generate pleadings and correspondence more quickly and keep track of the types and numbers of cases handled in the office. The statistics contained herein above had to be retrieved from the Superior Court Clerk's office. We are grateful to the County Commissioners and Delegation, for their appreciation of our need to further modernize our office so that we can more effectively serve all of the people of Cheshire County.

CHESHIRE COUNTY
REGISTRY OF DEEDS
Annual Report 1995

To the Honorable Board of County Commissioners
and Citizens of Cheshire County

As Register of Deeds of Cheshire County, I hereby submit my annual report for year ending December 31, 1995.

The staff consisted of 5 full time and 2 part time employees in 1995. A new Deputy Register was appointed and designated as the daily supervisor. Three of the other staff are now doing multiple functions. The Micro-film clerk having completed the back-log of security micro-filming and able to maintain the daily workload, now began the intricate process of using the Optical scanner which was acquired in July.

The recording counter was installed over the Fourth of July week-end. The work space and cabinets made the recording process more efficient. Thanks go out to Steve Pinard and Mike Fernandez for all their help and assistance in designing the work space.

10,840 documents were recorded in 1995 and the $278,730 was turned into the County in recording fees and the State of New Hampshire received $1,270,989 in transfer tax.

The Board of Commissioners and the County Delegation voted in 1994 to adopt RSA 478:17-J, which established a surcharge on documents recorded with the Registry. The equipment account is a separate non lapsing account, which is appropriated for the use of the Register of Deeds only for the purchase, rental or repair of equipment. On January 1, at $2 surcharge was imposed and the account accumulated $19,906.00, of which $5,000, was allocated for the rental of the optical system.

The old daybooks were finally organized in the storage room in the basement and put on shelves. The earliest volume found was dated 1861.

County Government week with the Middle School students is an opportunity to teach students about the Registry. Teachers have told us this is a favorite department, as the students are inquisitive and eager to learn. As in previous years, several returned to do research on their homes.

The Registry of Deeds wishes to thank the Board of Commissioners and Ellen DeYoung for their help.

Respectfully submitted,

Evelyn S. Hubal
Register of Deeds

CHESHIRE COUNTY SHERIFF'S DEPARTMENT
ANNUAL REPORT 1995

In 1995, the Cheshire County Sheriff's Department, continued to be a visible law enforcement department throughout the towns. The deputies, in addition to their normal duties have been able to give assistance to other law enforcement agencies and supplement them through the year. Some of those details were deputies to assist Jaffrey Police at their annual fireworks show, three or four to assist Keene Police at High School Football games, high school dances, construction work on Rt. 101, the Fall Pumpkin Fest, the Clarence Demar Marathon, some to assist the Nelson Police with a memorial ceremony, some participating in Old Home Day Parades, some working details at the Cheshire Fair and two working details at the New Hampshire Building at the Eastern States Expo in Springfield, Mass. One deputy participated in the jail and bail for the March of Dimes. In a couple of instances, our department conducted investigations for police departments who requested an independent investigation due to possible conflicts of interest. Deputy Brisson conducted D.A.R.E. classes at Marlborough again in 1995 and will repeat that in 1996. There has been requests from other towns to have Brisson teach D.A.R.E. classes because the State Police don't have enough manpower to continue in those schools they have been teaching in. We are unable to help any further.

Our deputies in addition to their law enforcement responsibilities with the Sheriff's Department, supplement their income by working part-time with other departments. We have two deputies, Ward and Brisson, who currently are town police chiefs and one, Wyman, who is an interim police chief. Another deputy, Hanson, is a part-time officer in another town.

In March 1995, Cpl. Hewes, resigned to take the position of Chief of Police in Walpole, an income of about $10,000.00. In September, I appointed Todd Feyrer, to be Hewes replacement but as of the time of this report, he has resigned to take a position with the Jaffrey Police for an annual income increase of about $6,000.00 as a full-time patrol officer.

In the fall of 1995, two deputies, Sgt. Savory and Cpl. Hanson, each attended a three week command training school at the Babson College in Wellesley, MA. The cost of this training was paid for with grants from the N.H. Police Standards and Training and supplemented by the Sheriff's Dept. Budget allotment.

In 1995, Lt. Ward, our department's firearms instructor, held the annual firearms qualifications. More people qualified than in previous years. The additional people qualifying were part-time deputies and Superior Court bailiffs. Most of

the bailiffs are now firearms qualified. It is expected that within the immediate future, there will be state wide training requirements for bailiffs. Presently, most of our bailiffs have attended the Federal Marshall's Training. We have lost four bailiffs this year. Two left because of health problems, one retired and one resigned to take employment elsewhere.

Most of the revenue generated by our department is from fees and mileage for service of civil process. The total revenue for 1995 was $69,452.84, as compared with 1994, $66,797.70. However, there were 3584 services in 1995, down 101 from 1994. A small portion of the revenue is received when we bill another jurisdiction or a company requesting law enforcement services such as the Cheshire Fair. Currently, most of those organizations requesting the assistance, pay the deputies directly.

Of the revenue, $45,579.40 was for fees for services and $20,243.82 was for mileage in giving services.

In 1995, our department arrested a number of "Dead Beat Parents". In these cases, the parents have been ordered by the court to make periodic payment toward to support of their children but failed to do so. The warrants originate in the Superior Court and a bail amount is set for each person to be arrested. In most instances, the amount of bail is applied to the arrearage in child support. In 1995, the total amount of bail for those arrested was $65,186.06.

Another area of service provided by our department is the transportation of prisoners and mental patients. There were 137 mental patients transported. The origin for most was the Cheshire Medical Center, Keene and the destination for most was the State Hospital in Concord. There were 1,684 prisoners transported. The majority of these transports had their origin or destination being the County Correctional Center, Superior Court, Sheriff's Department, Keene Police Department (for the Keene District Court), or the New Hampshire State Prison. The highest amount was to or from the Keene Police Department for the Keene District Court, 855. For those prisoners transported to the Superior Court, our department provides housing and security for the prisoners before and after Superior Court appearances, requiring at least one deputy to be present in the office.

One of the most expensive destinations or origins of transports is the Lakes Region Correctional Center in Laconia. Often we can get relay assistance from the Belknap County Sheriff's department but when we can't, it becomes a very expensive transport time and mileage wise. If a prison is built in Berlin, we'll have to see who will pay the transport expenses.

In 1995, we contracted with Trans Cor, a nation wide private prisoner transport service, to provide prisoner transportation on several occasions for extradition from southern states. I have found that they can provide this service in most instances much cheaper than we can. They are usually as inexpensive or less expensive as the Federal Marshall's Service and much more convenient. This expense can be recovered in the sentencing and court disposition of prisoners.

The following is a summary of cases investigated, arrests made, etc., during 1995.

ARRESTS

District Court

Violation of Order 195
Failure to Appear 46
Bench Warrants 1

Superior Court

Equity 17
Show Cause 52

Aggravated Felonious

Sexual Assault 4
Assault 4

Assist Other Police

Departments 2
Bad Checks 3
Burglary 3
Conduct After Accident 1
Contempt 1
Criminal Mischief 2
Driving After Being Deemed Habitual Offender 3
DWI 1
Failure to Appear for Hearing 1
Failure to Appear for Arraignment 3
Failure to Appear for Sentencing . 1
Forgery 1
Fraud 1
Fugitive from Justice 3
Habitual Offender 2
Interference with Custody 1
Kidnapping 2
Possession of Controlled Drug, Marijuana 1
Robbery 2
Sale of Controlled Drug 1
Simple Assault 1
Theft 1
Violation of Probation 10

TOTAL ARRESTS .. 372

MOTOR VEHICLE WARNINGS AND SUMMONS

Warnings 46
Complaints 6

Total 52

SUBPOENAS SERVED

For County Attorney 416

CIVIL PROCESS SERVED 3,584

INVESTIGATIONS

Aggravated Felonious Sexual Assault 3
Assault by Prisoner 4
Assault 1
Assist Citizen 1
Assist FBI 1
Assist Other Police Depts. 9

Assist Drug Task Force 1
Attempted Theft 1
Bad Checks 8
Bail Jumping 3
Breach of Bail Conditions 5
Burglary 4
Civil Injunction 1
Contempt Ex Parte
Temporary Restraining Order 1
Contempt of Court 1
Control Premises/Controlled
Drug 1
Credit Card Fraud 1
Criminal Contempt 1
Criminal Trespass 2
Criminal Trespass 4
Criminal Mischief 1
Cruelty to Animals 1
Cutting Without a Permit
Logging 1
Driving After Being Deemed
Habitual Offender 1
Driving After Revocation 1
Driving After Suspension 1
Eavesdropping 1
Embezzlement 1
Escape/(Juvenile)Assist 1
Failure to Appear for
Arraignment 13
Failure to Appear for
Jury Selection 1
Failure to Appear for Pre-trial 3
Failure to Appear for trial 1
Felon in Possession of
Dangerous Weapon 1
First Degree Assault 2
Forgery 2
Fraud 1
Fugitive from Justice 6
Habitual Offender 4
Habitual Offender Subsequent ... 1
Harassment 1
Harassing Calls 1
Homicide Information 1
Medical Emergency 1
Missing Person 1
Motion to Detain/Felon in
Possession of Marijuana
with Intent to Sell 1
MV Accident 1
Police Information 1
Kidnapping 1
Child Abuse 1
Intent to Sell Marijuana 1
Possession of Controlled Drug ... 4
Principal and/or Accessory
Liability to Forgery 1
Recovered Lost Property 1
Recovered Body 1
Resist Detention 2
Second Degree Assault 1
Sexual Assault 1
Shoplifting 1
Simple Assault 3
Stalking 1
Theft by Deception 6
Theft by Unauthorized Taking ... 3
Theft 6

UNTIMELY DEATHS

Natural Causes 18
Suicides 7
Motor Vehicle 4
Accidental 1
TOTAL 30

Violation of Bail Conditions 1
Violation of Order 1
Violation of Probation 15
Violation of Probation/VA 1
Equity Capias 54
Show Cause Capias 27
TOTAL 260

HUMAN SERVICES DEPARTMENT
ANNUAL REPORT 1995

To the Honorable Board of Commissioners and Citizens of Cheshire County: As Human Services Administrator for Cheshire County, I hereby submit my report for the year ending December 31, 1995.

The Human Services Department is responsible for meeting the needs of the elderly, the disabled, the infirm, and the youth of the county who qualify for certain state mandated programs.

For those individuals receiving monetary assistance, the cost of these programs is shared with the state on an equal basis. This year approximately 601 persons received payments at a cost of $405,007 to the County.

The cost of those individuals residing in nursing homes and eligible for the Medicaid Program is split three ways, with the federal share being 50%; state share being 19.45%; and county share being 30.55% after deduction of any personal income available to the resident. The county expended $3,179,082 as its share of the costs for approximately 350 individuals during 1994.

The county shares with the Division for Children and Youth Services the costs of certain court-ordered services provided to the juvenile and/or family at a 25% (county) 75% (state) ratio. Some of these services include: foster homes, residential treatment facilities, confinement at the Youth Development Center, in-patient psychiatric facilities, legal counsel, clothing, transportation, diagnostic evaluations, counseling, parent aide, respite services, intensive tracking and supervision, and medical and dental care. During 1995, there were 301 active cases (cases involving payment/expenses) and the cost to Cheshire county totaled $681,417.

For the last few years, the ten counties within the state have been receiving monies from the Division for Children and Youth Services known as 5% Incentive Funds which are used to fund programs at the local level designed to prevent out-of-home placement of juveniles. Toward the end of 1995, we received approximately $143,000 in 5% Incentive Funds. Awards were made to the following agencies to fund programs during 1996. Monadnock Family Services (community-based program designed to provide parent education and support groups for parents of young children, as well as parents of pre-teens and adolescents); Juvenile Conference Committee (court diversion of first-time, non-violent offenders); Home Health Care and Community Services (respite services

to poverty-level "at risk" families); RISE (early intervention program serving developmentally delayed children ages 0-3); Earn-It (victim restitution program which arranges work situations for juvenile offenders, ages 12-18, to enable the youthful offender to pay for damages he has caused and to make amends with the community); Monadnock Family Services Challenge Program (a two-pronged program providing adventure-based counseling for "at risk" youth, as well as providing children of dysfunctional families the opportunity to use music as a medium for emotional expression and an outlet for creative energies); Antioch Psychological Services Center (a program providing intensive team-based psychosocial intervention to families considered to be "at risk"); Cheshire County Mediation Program (providing parent-child mediation to families living in any of the five towns within the jurisdiction of the Jaffrey District Court, as well as Keene, Swanzey, Winchester and Hinsdale; Southwestern Community Services (prevention program); All-R-Kids Family Center; and The Keene Inter-Agency Team.

The County Human Services Department remains a vital link between the courts, the Division for children and Youth Services, and the providers of services for children, youth and families.

Respectfully submitted,

Mimi Barber
Human Services Administrator

MAPLEWOOD NURSING HOME
COUNTY FARM, ANNUAL REPORT 1995

This has been a year of transition for the Nursing Home. With the help and cooperation of dedicated and professional staff however, the difficult journey was made, and continues, fairly smooth, in spite of many bumps in the road.

ADMISSIONS:

Population as of 12/31/95	40-50	50-60	50-60	70-80	80-90	90-100
Ages	5	5	18	32	63	16

	Floor II	Floor III	Floor IV	**Total**
Female	35	37	33	105
Male	11	12	14	37

Social Services Director , Carol Austin, has spearheaded a public relations committee, which will direct its efforts toward marketing Maplewood. The active waiting list for the year ranged from a high of 38 to a low of 9. The inactive list includes applicants planning ahead for ICF but not yet ready for placement.

SIX-YEAR COMPARISON OF STATISTICS

	1990	**1991**	**1992**	**1993**	**1994**	**1995**
Transfers to Hospital	43	45	48	50	49	34
Discharges to Hospital	2	1	13	14	16	10
Discharges to Home/ICF/Other	1	1	1	22	4	7
Deaths	40	37	49	47	53	30
Readmissions from Hospital	36	37	27	34	32	23
Admissions	42	40	65	61	70	46

1995 ADMISSIONS: 46	FLOOR II	FLOOR III	FLOOR IV	TOTAL
from hospital	10	7	6	**23**
from ICF	5	0	4	**9**
from home	5	3	6	**14**
TOTALS	**20**	**10**	**16**	**46**
1995 DISCHARGES: 47	**FLOOR II**	**FLOOR III**	**FLOOR IV**	**TOTAL**
to hospital	4	3	3	10
to ICF	1	0	3	4
to home	1	0	2	3
death	20	7	3	30
TOTALS	**26**	**10**	**11**	**47**

Learning Center: "A step Beyond" Literacy Program, established in 1991, based at the Cheshire County Complex in Westmoreland, continues to promote literacy at Maplewood Nursing Home, the County Correctional Facility, and has expanded to include students from other Cheshire County communities. This year has been an extremely strong one for the Learning Center.

STATISTICS				
Number of Learning Center Students				
Academic Level	**Maplewood**	**Corrections**	**Community**	**TOTAL**
New Reader	1	1	1	**3**
Pre-GED	1	2		**3**
GED prep	7	20	2	**29**
College level help	3			**3**
Computer Basics	2	14	3	**19**
TOTAL STUDENTS	**14**	**37**	**6**	**57**
GED exams successfully completed	1	14		**15**
Number of Volunteers				**12**
Volunteer hours				**735**
Workshops and classes offered at Maplewood and Corrections				**9**
Number of Participants				**148**

Two additional projects have been introduced. An internship program, structure at Maplewood, which can be used by any Department Head wishing to pursue internships. Internships have been used by Social Services and the Dietary Department, involving Keene State and Antioch colleges. The UNH Cooperative Extension has placed a member of the Master Gardener Program at Maplewood. The program provides an herb garden beside the outside patio at Maplewood Nursing Home. Master Gardener, Sue Crombie, helped coordinate the effort and shares her expertise in herbs with both residents and staff.

Gifts: Markem, Inc., very generously provided the correction library with a bookcase this year. An anonymous donor gave $200 to the literacy program to be used for any necessities that arise.

The Learning Center Coordinator, Marcia Ammann, serves on the Board of Directors of the Cheshire County Literacy Coalition, which provides a network of support and exchange of ideas and information. The Coalition works very hard to seek out further grant sources for literacy related work in Cheshire County. Also, through the kindness of this organization, the annual Elizabeth

Cox award was presented to Maplewood Nursing Home's , Pam (Racano) Fortner this pas spring.

Future plans include additional life skills classes for Corrections and some Maplewood residents. Through this class, Maplewood residents could converse via computer with elementary school children. Further grant funding will be sought in 1996 through the Cheshire County Literacy Coalitions and other.

I would like to express my appreciation to the County Commissioners and to the members of the County Delegation for their continued support. On behalf of the residents, I would like to thank those volunteers and service organizations who come into our Home to provide help and entertainment. A sincere thank you to Department Managers, for their unending support and perseverance and to the loyal employees of Maplewood, who provide that close personal touch.

Administration: As a result of the departure of Administrator Patrick McManus, in September, the Board of Commissioners found it necessary to provide Administrative supervision for the Nursing Home and Farm. Jeffrey Titus, Controller, was licensed and assigned Acting Administrator (under the supervision of William Sturtevant, Administrator, Rockingham County), and with the assistance of Facilities Manager, James Meehan, and Acting Director of Nursing Services, Mary Sorensen (General Education). Together this dedicated group has brought Maplewood Nursing Home through a trying four months of transition.

Dietary: The Dietary department, as part of the Keene Housing (Bennett Block and Harper Acres) Meals on Wheels project, provided over 7,000 meals in 1995. The program is going well with census increasing at the Harper Acres site.

As of June 1995, the government Surplus Food Program, which provided inexpensive commodity food products to charitable institutions was eliminated. Loss of this program will impact the food budget at the County Complex. An increase in the food line of between 8%-10% can be expected.
Under consideration is further use of farm products for the County dietary department.

Changes in the food service program have put increasing pressure on the dietary budget, yet Cheshire County consistently maintains the lowest cost per meal of any county in the state.

Education: Over 27 in service programs were offered at the facility this year. Unfortunately, as a result of this year's survey, CNA classes were curtailed for

two years. Orientation now takes place every other week and as necessary, 149 new employees were oriented over this past year.

Environmental Services: (Housekeeping/Laundry) - Since the onset of the Keene Housing project on January 1, 1995, Maplewood's Environmental Services has provided cleaning services at Harper Acres. By year end, 55 hours of housekeeping services have been provided to the project.

Assurance of quality at the Nursing Home has been addressed through monthly inspections, consistent communication and training programs, provided by National Laboratories, an E.S. chemical vendor.

Infection Control: New programs have been designed to address County-wide education needs. The annual infection control week covered topics of universal precautions, AIDS, Hepatitis B and Tuberculosis. Successful monthly work groups were begun, and continue to address problems areas at the Nursing Home. Flu shots and Hepatitis B vaccine continue to be provided to any County employee.

Maintenance: The Maintenance Department has had a busy year. The reception area has been remodeled, the parking lot has been patched, handicap parking areas have been repainted and work continues on the salt, shed project. Computerization projects are also underway.

CHESHIRE COUNTY DEPARTMENT OF CORRECTIONS
ANNUAL REPORT 1995

The Cheshire County Department of Corrections processed 971 offenders in 1995. The average daily population was 72 inmates (up six inmates from last year). Approximate expense for the Department was $1,140,424.00. Revenue is approximated at $58,052.00. These figures place the average expense of incarceration at $15,032.00, which is down from the 1994 estimate of $16,959.00, per inmate. We earned $20,400.00 for holding Federal inmates, $11,038.00, in inmate telephone revenue, $674.00, for electronic monitoring and collected $25,94000, room and board from inmates who were employed during their incarceration.

Perhaps the most significant implementation for the Department of Corrections was the addition of an Adult Diversion Program. The program was pioneered by some citizens advisory committee and funded by a grant. It is the intent of the program to serve both District and Superior Courts by providing flexible opportunities for alternative sanctions that has a primary goal of holding offenders accountable while also enhancing their life skills and keeping this out of jail who do not necessarily belong there.

Work has been completed on the revision of the inmate manual and we have also implemented a new records and filing system which have cut the use of supplies and space requirements in half. The outside recreation area has been expanded for sentenced offenders and will assist in the event of required evacuation procedures. Inmate bunks have been added in what begins a series of phased improvements that will maximize the current space available. Inmate medical co-pay has been instituted in order to assist with cost containment in the medical area. At least a 30% savings has already been realized by the County in this area alone.

Respectfully submitted,

R. N. Van Wickler
Superintendent

CHESHIRE COUNTY TREASURER
ANNUAL REPORT 1995

To the Citizens of Cheshire County:

OVERVIEW

This year has brought with it a number of changes, some of which are outlined in this report. In January, the Finance Department consolidated its operations in a single area, a move which has proven to be very beneficial. In July, the decision to make Finance an independent county department was made. In September, the County Delegation agreed to upgrade the Finance computer system, replacing a ten-year-old network which has already reached capacity. Several major projects were initiated, including a revision of the County Personnel Manual for Employees and the tagging and inventorying of major equipment items.

PERSONNEL

In April, Marie L. Knowlton, Assistant Controller, was elected to the Board of Directors of the New Hampshire Government Finance Officers Association. In September, Jeffrey W. Titus, Controller, began a six-month stint as acting administrator for the Maplewood Nursing Home while the search for a replacement moved onward. Also in September, Roger W. Conway was selected as the 1995 County Treasurer of the Year by the New Hampshire of Association of Counties.

AUDIT

For the first time in many years, the annual audit of County financial records resulted in no listing of management letter items requiring review or follow up. Financial details for 1995, are on the next several pages.

CONCLUSION

Overall, this year has turned out very well. We ended the year with a healthy surplus and once again were fortunate to be the recipients of unanticipated Medicaid funds amounting to $433,160.00. A portion of this was used to reduce taxes from municipalities. Income realized from interest on investments once again exceeded budget projections and aided in placing us in a healthier position. We look forward to another good year in 1996.

Respectfully submitted,

Roger W. Conway
Cheshire County Treasurer

COUNTY OF CHESHIRE
1995 TAX APPORTIONMENT

	% PROPORTION COUNTY TAX	INCLUDES ST. PROP SHARE $ $7,941,906	ORIGINAL BUDGET TAX $8,041,906
ALSTEAD	2.4591560%	195,304	197,763
CHESTERFIELD	7.3957447%	587,363	594,759
DUBLIN	3.6657423%	291,130	294,796
FITZWILLIAM	3.3902577%	269,251	272,641
GILSUM	0.8464142%	67,221	68,067
HARRISVILLE	2.1394895%	169,916	172,055
HINSDALE	4.2638380%	338,630	342,894
JAFFREY	6.9317528%	550,513	557,445
KEENE	28.8917550%	2,294,557	2,323,449
MARLBORO	2.3227837%	184,473	186,796
MARLOW	1.0791648%	85,706	86,785
NELSON	1.0685813%	84,866	85,935
RICHMOND	1.3696775%	108,779	110,149
RINDGE	6.5000238%	516,226	522,726
ROXBURY	0.3984295%	31,643	32,041
STODDARD	3.1103580%	247,022	250,132
SULLIVAN	0.7370686%	58,537	59,274
SURRY	1.1186895%	88,845	89,964
SWANZEY	7.7600028%	616,292	624,052
TROY	2.0644314%	163,955	166,019
WALPOLE	5.8996209%	468,542	474,442
WESTMORELAND	2.4022421%	190,784	193,186
WINCHESTER	4.1847759%	332,351	336,536
TOTALS	100.0000000%	7,941,906	8,041,906



INDEPENDENT AUDITOR'S REPORT

February 9, 1996

MASON+RICH

PROFESSIONAL ASSOCIATION

ACCOUNTANTS AND AUDITORS

Board of County Commissioners
County of Cheshire, New Hampshire

We have audited the accompanying general purpose financial statements of the County of Cheshire, New Hampshire as of and for the year ended December 31, 1995, as listed in the table of contents. These financial statements are the responsibility of the County's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards, **Government Audit Standards**, issued by the Comptroller General of the United States and the provision of Office of Management and Budget Circular A-128, "Audits of State and Local Governments". Those standards and OMB Circular A-128 require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the combined financial statements referred to above present fairly in all material respects, the financial position of the County of Cheshire, New Hampshire as of December 31, 1995 and the results of its operations and cash flows of its proprietary fund types for the year then ended in conformity with generally accepted accounting principles.

Our audit was made for the purpose of forming an opinion on the combined financial statements taken as a whole. The accompanying combining and individual fund financial statements and schedules and schedule of Federal financial assistance listed as supporting schedules in the table of contents are presented for purposes of additional analysis and are not a required part of the combined financial statements of the County of Cheshire, New Hampshire. The information has been subjected to the auditing procedures applied in the audit of the combined financial statements and in our opinion is fairly stated in all material respects, in relation to the combined financial statements taken as a whole.

In accordance with **Government Auditing Standards**, we have also issued a report dated February 9, 1996 on our consideration of the County's internal control structure and a report dated February 9, 1996 on its compliance with laws and regulations.

Respectfully submitted,

John E. Lyford
Certified Public Accountant
MASON + RICH PROFESSIONAL ASSOCIATION
Accountants and Auditors

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MEMBER
AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS
PRIVATE COMPANIES PRACTICE SECTION

COUNTY OF CHESHIRE, NEW HAMPSHIRE
COMBINED BALANCE SHEET
ALL FUND TYPES AND ACCOUNT GROUPS
DECEMBER 31, 1995

	Governmental Fund Types			Proprietary Fund Types	Fiduciary Fund Types	Account Groups		Totals (Memorandum Only)
	General	Special Revenue	Capital Projects	Enterprise	Trust and Agency	General Fixed Assets	General Long-Term Debt	
ASSETS								
Cash	$306,305	$188,406	$58,101	$200	$285,810	$ -	$ -	$838,822
Temporary Investments	2,239,128	-	546,300	-	10,082	-	-	2,795,510
Investments	-	-	-	-	760,460	-	-	760,460
Accounts Receivable	56,836	4,786	-	430,369	13,292	-	-	505,283
Due from Other Funds (Note 3)	216,316	-	4,950	15,217	4,128	-	-	240,611
Due From Other Governments (Notes 4 and 6)	100,636	-	1,795	-	-	-	42,600	145,031
Inventories	-	-	-	47,537	-	-	-	47,537
Restricted Assets: Cash - Retainage	-	-	6,577	-	-	-	-	6,577
Prepaid Expenses	4,928	-	-	6,598	-	-	-	11,526
Property, Plant and Equipment (Net of Accumulated Depreciation)	-	-	-	3,453,941	-	10,189,920	-	13,643,861
Amount to be Provided for Sick Pay	-	-	-	-	-	-	5,587	5,587
Amount to be Provided in Future Years for Retirement of Long-Term Debt	-	-	-	-	-	-	885,137	885,137
TOTAL ASSETS	$2,924,149	$193,192	$617,723	$3,953,862	$1,073,772	$10,189,920	$933,324	$19,885,942

(Continued)

The Accompanying Notes are an Integral Part of This Financial Statement

COUNTY OF CHESHIRE, NEW HAMPSHIRE
COMBINED BALANCE SHEET
ALL FUND TYPES AND ACCOUNT GROUPS
DECEMBER 31, 1995

	Governmental Fund Types			Proprietary Fund Types	Fiduciary Fund Types	Account Groups		Totals (Memorandum Only)
	General	Special Revenue	Capital Projects	Enterprise	Trust and Agency	General Fixed Assets	General Long-Term Debt	
LIABILITIES AND FUND BALANCE								
Liabilities								
Accounts Payable	$1,143,875	$41,194	$ -	$119,585	$ -	$ -	$ -	$1,304,654
Retainage Payable	-	-	6,577	-	-	-	-	6,577
Accrued Expenses	101,805	4,457	-	235,228	-	-	-	341,490
Due to Other Funds (Note 3)	4,128	14,482	47,910	107,591	66,500	-	-	240,611
Accrued Sick Pay	-	-	-	3,345	-	-	5,587	8,932
Due to Specific Individuals and/or Groups	-	-	-	-	1,006,184	-	-	1,006,184
Capital Lease Obligations	-	-	-	-	-	-	18,977	18,977
Bonds/Note Payable (Note 6)	-	-	-	1,301,240	-	-	908,760	2,210,000
Total Liabilities	1,249,808	60,133	54,487	1,766,989	1,072,684	-	933,324	5,137,425
Fund Balances								
Contributed Capital	-	-	-	848,603	-	-	-	848,603
Investment in General Fixed Assets	-	-	-	-	-	10,189,920	-	10,189,920
Retained Earnings	-	-	-	1,338,270	-	-	-	1,338,270
Fund Balance:								
Reserved for Encumbrances (Note 7)	19,563	474	-	-	-	-	-	20,037
Reserved for Prepaids	4,928	-	-	-	-	-	-	4,928
Unreserved:								
Designated for Specific Capital Projects (Note 7)	-	-	563,236	-	-	-	-	563,236
Designated for Specific Purposes (Note 7)	-	132,585	-	-	1,088	-	-	133,673
Undesignated	1,649,850	-	-	-	-	-	-	1,649,850
Total Fund Balance	1,674,341	133,059	563,236	2,186,873	1,088	10,189,920	-	14,748,517
TOTAL LIABILITIES AND FUND BALANCES	$2,924,149	$193,192	$617,723	$3,953,862	$1,073,772	$10,189,920	$933,324	$19,885,942

The Accompanying Notes are an Integral Part of This Financial Statement

COUNTY OF CHESHIRE, NEW HAMPSHIRE
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
ALL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS
FOR THE YEAR ENDED DECEMBER 31, 1995

	Governmental Fund Types			Fiduciary	
	General	Special Revenue	Capital Projects	Expendable Trust	Totals (Memorandum Only)
Revenues					
Taxes	$7,941,906	$ -	$ -	$ -	7,941,906
Intergovernmental	328,984	138,160	427,188	-	894,332
Charges for Services	489,111	18,292	-	-	507,403
Other	414,839	200	2,201	-	417,240
Farm	221,183	-	-	-	221,183
Interest	190,561	3,895	19,204	58	213,718
Total Revenues	9,586,584	160,547	448,593	58	10,195,782
Expenditures					
Current:					
General Government	6,356,078	792,446	-	-	7,148,524
House of Corrections	1,120,897	-	-	-	1,120,897
Farm	267,938	-	-	-	267,938
Capital Outlay	98,081	3,765	397,188	-	499,034
Debt Retirement	564,215	7,666	-	-	571,881
Total Expenditures	8,407,209	803,877	397,188	-	9,608,274
Excess (Deficiency) of Revenues Over Expenditures	1,179,375	(643,330)	51,405	58	587,508
Other Financing Sources (Uses)					
Operating Transfers In	459,188	673,492	364,827	-	1,497,507
Operating Transfers (Out)	(709,627)	(14,956)	(174,611)	-	(899,194)
Total Other Financing Sources (Uses)	(250,439)	658,536	190,216	-	598,313
Excess (Deficiency) of Revenues Over Expenditures and Other Financing Sources (Uses)	928,936	15,206	241,621	58	1,185,821
Fund Balances, Beginning of Year	745,405	117,853	321,615	1,030	1,185,903
Fund Balances, End of Year	$1,674,341	$133,059	$563,236	$1,088	$2,371,724

The Accompanying Notes are an Integral Part of This Financial Statement

Exhibit C

COUNTY OF CHESHIRE, NEW HAMPSHIRE
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL - GENERAL AND SPECIAL REVENUE FUND TYPES
FOR THE YEAR ENDED DECEMBER 31, 1995

	General Fund			Special Revenue Funds		
	Budget	Actual	Variance Favorable (Unfavorable)	Budget	Actual	Variance Favorable (Unfavorable)
Revenues						
Taxes	$7,941,906	$7,941,906	$ -	$ -	$ -	$ -
Intergovernmental	251,000	328,984	77,984	-	-	-
Charges for Services	434,990	489,111	54,121	-	-	-
Other	406,288	414,839	8,551	-	-	-
Farm	234,575	221,183	(13,392)	-	-	-
Interest	110,000	190,561	80,561	-	1,039	1,039
Total Revenues	9,378,759	9,586,584	207,825	-	1,039	1,039
Expenditures						
Current:						
General Government	6,938,360	6,356,078	582,282	651,477	640,757	10,720
House of Corrections	1,173,053	1,120,897	52,156	-	-	-
Farm	271,099	267,938	3,161	-	-	-
Capital Outlay	83,784	98,081	(14,297)	-	-	-
Debt Retirement	575,415	564,215	11,200	8,000	7,666	334
Total Expenditures	9,041,711	8,407,209	634,502	659,477	648,423	11,054
Excess (Deficiency) of Revenues Over Expenditures	$337,048	$1,179,375	$842,327	($659,477)	($647,384)	$12,093

(Continued)

The Accompanying Notes are an Integral Part of This Financial Statement

COUNTY OF CHESHIRE, NEW HAMPSHIRE
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL - GENERAL AND SPECIAL REVENUE FUND TYPES
FOR THE YEAR ENDED DECEMBER 31, 1995

	General Fund			Special Revenue Funds		
	Budget	Actual	Variance Favorable (Unfavorable)	Budget	Actual	Variance Favorable (Unfavorable)
Other Financing Sources (Uses)						
Operating Transfers In	$228,061	$459,188	$231,127	$664,427	$664,427	$ -
Operating Transfers (Out)	(709,427)	(709,627)	(200)	(4,950)	(14,956)	(10,006)
Total Other Financing Sources (Uses)	(481,366)	(250,439)	230,927	659,477	649,471	(10,006)
Excess (Deficiency) of Revenues Over Expenditures and Other Financing Sources (Uses) (Budgetary Basis) (Note 9)	(144,318)	928,936	1,073,254	-	2,087	2,087
Adjustments:						
Nonbudgeted Special Revenue Funds Not Included In Adopted Budget	-	-	-	-	13,119	13,119
Excess (Deficiency) of Revenues Over Expenditures and Other Financing Sources (Uses) (GAAP Basis) (Note 10)	(144,318)	928,936	1,073,254	-	15,206	15,206
Fund Balance, Beginning of Year	745,405	745,405	439,985	117,853	117,853	-
Fund Balance, End of Year	$601,087	$1,674,341	$1,513,239	$117,853	$133,059	$15,206

This statement presents comparisons of the legally adopted budget (more fully described in Note 1) with actual data on a budgetary basis. Since accounting principles applied for purposes of developing data on a budgetary basis differ significantly from those used to present financial statements in conformity with generally accepted accounting principles, a reconciliation of resultant basis, timing, perspective and entity differences in the excess (deficiency) of revenues and other sources of financial resources over expenditures and other uses of financial resources for the year is presented.

The Accompanying Notes are an Integral Part of This Financial Statement

Exhibit D

COUNTY OF CHESHIRE, NEW HAMPSHIRE
COMBINED STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN
RETAINED EARNINGS/FUND BALANCE
ALL PROPRIETARY FUND TYPES AND SIMILAR TRUST FUNDS
FOR THE YEAR ENDED DECEMBER 31, 1995

	Proprietary Fund Types
	Enterprise Funds
Operating Revenues	
Charges for Services	$5,837,812
Miscellaneous	1,522,007
Total Operating Revenues	7,359,819
Operating Expenses	
General Operating Expenses	6,303,645
Depreciation	220,639
Total Operating Expenses	6,524,284
Operating Income (Loss)	835,535
Non-Operating Revenues (Expenses)	
Interest	(105,424)
Net Income (Loss) Before Operating Transfers	730,111
Operating Transfers In (Out)	
Operating Transfers In	112,130
Operating Transfers (Out)	(705,768)
Total Operating Transfers In (Out)	(593,638)
Net Income (Loss)	136,473
Retained Earnings, Beginning of Year	1,201,797
Retained Earnings, End of Year	$1,338,270

The Accompanying Notes are an Integral Part of This Financial Statement

COUNTY OF CHESHIRE, NEW HAMPSHIRE
STATEMENT OF CASH FLOWS
PROPRIETARY FUND TYPES
INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS
FOR THE YEAR ENDED DECEMBER 31, 1995

	Proprietary Fund Types Enterprise - Nursing Home
Cash Flows from Operating Activities	
Net Operating Income (Loss), Exhibit D	$835,561
Adjustments to Reconcile Net Operating Income (Loss) To Net Cash Provided by Operating Activities:	
Depreciation	220,639
Change in Operating Assets and Liabilities:	
(Increase) Decrease in Operating Assets:	
Accounts Receivable	(18,719)
Inventories	1,762
Prepaid Expenses	6,612
Increase (Decrease) in Operating Liabilities:	
Accounts Payable	(13,876)
Accrued Expenses/Other Liabilities	21,142
Total Adjustments	217,560
Net Cash Provided (Used) by Operating Activities	1,053,121
Cash Flows From Noncapital Financing Activities	
Operating Transfers In from Other Funds	7,341,100
Operating Transfers (Out) to Other Funds	(7,929,912)
Net Cash Provided (Used) by Noncapital Financing Activities	(588,812)
Cash Flows From Capital and Related Financing Activities	
Principal Paid on Bonds	(231,240)
Interest Paid on Bonds	(109,201)
Acquisition of Improvements and Equipment	(123,868)
Net Cash Provided (Used) for Capital and Related Financing Activities	(464,309)
Increase (Decrease) in Cash and Cash Equivalents	-
Cash and Cash Equivalents at Beginning of Year	200
Cash and Cash Equivalents at End of Year	$200
Noncash Transactions	
Due from Other Funds	$15,217
Due to Other Funds	$102,096
Additions to Plant from Contributed Capital	$321,722

The Accompanying Notes are an Integral Part of This Financial Statement

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the County of Cheshire, New Hampshire conform to generally accepted accounting principles as applicable to governmental units. The following is a summary of the more significant policies:

A. Reporting Entity

The accompanying financial statements include the transactions of all funds and account groups of the County of Cheshire, New Hampshire and other governmental organizations over which the County's elected officials exercise oversight responsibility in accordance with the criteria set forth in the National Council on Governmental Accounting (NCGA) Statement No. 3. The funds are established under the authority of the County and their operations as reflected in these financial statements are those under the control of the County. The account groups are those required by financial reporting standards for governmental units.

B. Basis of Presentation

I. Fund Accounting

The accounts of the County are organized on the basis of funds or account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, equities, revenues and expenditures or expenses, as appropriate. The various funds are grouped in the financial statements in this report into five generic fund types and three broad fund categories as follows:

Governmental Funds

(1) General Fund - The General Fund is the general operating fund of the County. All general tax revenues and other receipts that are not allocated by law or contractual agreement to other funds are accounted for in this fund. From this fund are paid the general operating expenditures, the fixed charges and the capital improvement costs that are not paid through other funds.

(2) Special Revenue Funds - Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than major capital projects) requiring separate accounting because of legal or regulatory provisions or administrative action.

(3) Capital Projects Funds - Capital Projects Funds are used to account for financial resources segregated for the acquisition or construction of major capital facilities, other than those financed by special assessment or enterprise operations.

(Continued)

Proprietary Funds

(4) Enterprise Funds - Enterprise Funds (County Nursing Home) are used to account for operations (a) that are financed and operated in a manner similar to business enterprises -- where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes.

Fiduciary Funds

(5) Trust and Agency Funds - Fiduciary Funds are used to account for assets held by the County as an agent for individuals, private organizations, other governmental units and/or other funds. Trust and Agency Funds include Expendable Trust and Agency Funds. Expendable Trust Funds are accounted for in essentially the same manner as governmental funds. Agency Funds are custodial in nature (assets equals liabilities) and do not involve measurement of results of operations.

II. Account Groups

The accounting and reporting treatment applied to the fixed assets and long-term liabilities associated with a fund are determined by its measurement focus. All governmental funds are accounted for on a spending or "financial flow" measurement focus. This means that only current assets and current liabilities are generally included on their balance sheets. Their reported fund balance (net current assets) is considered a measure of "available spendable resources". Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of "available spendable resources" during a period.

General Fixed Assets Account Group

Fixed assets used in governmental fund type operations (general fixed assets) are accounted for in the General Fixed Assets Account Group, rather than in governmental funds. No depreciation has been provided on general fixed assets.

Fixed assets purchased after December 31, 1978 are stated at cost. Fixed assets purchased prior to December 31, 1978 are stated at estimated historical cost. Donated fixed assets are valued at their estimated fair-market value on the date donated.

General Long-Term Debt Account Group

Long-term liabilities expected to be financed from governmental funds are accounted for in the General Long-Term Debt Account Group, not in the Governmental Funds.

(Continued)

The two account groups are not "funds". They are concerned only with the measurement of financial position. They are not involved with measurement of results of operations.

Noncurrent portions of long-term receivables due to governmental funds are reported on their balance sheets, in spite of their spending measurement focus. Special reporting treatments are used to indicate, however, they should not be considered "available spendable resources", since they do not represent net current assets. Recognition of governmental fund type revenues represented by noncurrent receivable is deferred until they become current receivables.

Because of their spending measurement focus, expenditure recognition for governmental fund types is limited to exclude amounts represented by noncurrent liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as governmental fund type expenditures of fund liabilities. They are instead reported as liabilities in the General Long-Term Debt Account Group.

All Enterprise Funds are accounted for on a cost of services or "capital maintenance" measurement focus. This means that all assets and all liabilities (whether current or noncurrent) associated with their activity are included on their balance sheets. Their reported fund equity (net total assets) is segregated into contributed capital and retained earnings components. Proprietary Fund type operating statements present increases (revenues) and decreases (expenses) in net total assets.

Depreciation of all exhaustible fixed assets used by proprietary funds is charged as an expense against their operations. Accumulated depreciation is reported on proprietary fund balance sheets. Depreciation has been provided over the estimated useful lives using the straight line method. The estimated useful lives are as follows:

Maplewood Nursing Home Buildings	15-40 Years
Maplewood Nursing Home Equipment	4-25 Years

C. Basis of Accounting

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

All governmental funds, expendable trust funds and agency funds are accounted for using the modified accrual basis of accounting. Their revenues are recognized when they become measurable and available as net current assets.

County tax revenues are recognized in the year for which taxes have been levied to the extent that they become available, i.e., due or receivable within the current fiscal year and collected within the current period or within 60 days of year end.

(Continued)

Licenses and permits, charges for services and other revenues are recorded as revenues when received in cash as they are generally not measurable until actually received. Investment earnings are recorded as earned if they are both measurable and available.

In applying the susceptible to accrual concept to intergovernmental revenues (grants, subsidies and shared revenues), the legal and contractual requirements of the numerous individual programs are used as a guidance. There are however, essentially two types of these revenues. In one, monies must be expended on the specific purpose or project before any amounts will be paid to the County; therefore, revenues are recognized based upon the expenditures recorded. In the other, monies are virtually unrestricted as to the purpose of expenditure and nearly irrevocable, i.e., revocable only for failure to comply with prescribed compliance requirements, e.g., equal employment opportunity. These resources are reflected as revenues at the time of receipt or earlier if they meet the criterion of availability.

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. Exceptions to this general rule include: (1) principal and interest on general long-term debt which is recognized when due; and (2) prepaid expenditures.

All Proprietary Funds are accounted for using the accrual basis of accounting. Their revenues are recognized when they are earned and their expenses are recognized when they are incurred.

D. Budgets and Budgetary Accounting

The County observes the following procedures in establishing the budgetary data reflected in the financial statements:

1. The County Commissioners deliver or mail to each member of the County Convention and to the Chairman of the Board of Selectmen in each town and the Mayor of each city within the County and to the Secretary of State prior to December 1, annually their operating budget for the ensuring calendar year, together with a statement of actual expenditures and income for at least nine months of the preceding calendar year.

2. Within ten to twenty days after mailing the budget, a public hearing is held on the budget estimates as submitted by the Commissioners.

3. Twenty-eight days must elapse after the mailing of the operating budget before the County Convention may vote on the appropriations for the ensuing budget period.

4. The County Convention must adopt its annual budget no later than March 31.

(Continued)

5. The final form of the County Budget is filed with the Secretary of State's office and the Commissioner of Revenue Administration no later than March 31.

6. The Commissioners are authorized to transfer budget amounts from department to department. However, any revisions that alter the total expenditures of any fund must be approved by the Executive Committee of the delegation.

7. Except for the payment of judgements rendered against the County, expenditures cannot exceed the total appropriations which the County Convention has voted.

8. The Commissioners may apply to the County Convention for a supplemental appropriation to be made subsequent to the adoption of the annual County budget. The budget reflected in the financial statements includes two supplemental appropriations approved by the delegation in 1995.

9. Budget appropriations lapse at year end except for any outstanding encumbrances or approved appropriation carryovers.

10. Formal budgetary integration is employed as a management control device during the year for the General Fund, Special Revenue Funds (County Extension Service and Fire Mutual Aid) and the Enterprise Fund (County Nursing Home). The County legally adopts one inclusive budget for the General, Special Revenue and Enterprise Funds.

11. Budgets for Governmental Funds are adopted on a basis consistent with generally accepted accounting principles. Budgets for the Enterprise Funds are adopted on a basis which is not consistent with GAAP. Their budgets are prepared on a spending measurement focus using the modified accrual basis of accounting while the Enterprise Fund is reported on a cost of services measurement focus using the accrual basis of accounting.

E. Deposits and Temporary Investments

Cash and Cash Equivalents

For purposes of the statement of cash flows, all highly liquid investments (including restricted assets) with a maturity of three months or less when purchased are considered to be cash equivalents.

Deposits

Deposits are carried at cost plus interest earned to year end. The carrying amount of deposits is separately displayed on the balance sheet as "Cash" ($838,849).

(Continued)

At year end the carrying amount of the County's deposits was $838,849 and the bank balance was $690,162. Of the bank balance $164,563 was covered by federal depository insurance, $171,519 was collateralized by a $634,305 Treasury Note and $354,080 was uninsured and uncollateralized. The uninsured and uncollateralized deposits were held by the Special Revenue Fund ($75,512), Capital Projects ($28,548), and Agency Fund ($250,020).

Temporary Investments

Temporary investments consist of certificates of deposit, repurchase agreements and/or investments in the Public Deposit Investment Pool and are reported at cost, which approximates market value.

The County Treasurer is authorized by State statutes and with the approval of the Commissioners to invest excess funds "in obligations of the U.S. Government, in the Public Deposit Investment Pool established in accordance with RSA 383:22-24, in savings bank deposits of banks incorporated under the laws of the State of New Hampshire or in certificates of deposits of banks incorporated under the laws or in the State of New Hampshire or in national banks located within the State or the State of Massachusetts".

All of the temporary investments at year end were with the New Public Deposit Investment Pool.

New Hampshire Public Deposit Investment Pool

The County participates in the New Hampshire Public Deposit Investment Pool established in accordance with N.H. RSA 383:22-24. Total County funds on deposit with the Pool at year end were $2,795,510 and are reported as temporary investments on the General Fund ($2,239,128), Capital Projects Funds ($546,300) and Trust Funds ($10,082). Based on GASB Statement No. 3, investments with the Pool are considered to be unclassified. At this time, the Pool's investments are limited to "short-term U.S. Treasury and U.S. Government Agency obligations, State of New Hampshire and New Hampshire municipal obligations, certificates of deposit from A1/P1-rated banks, money market mutual funds (maximum of 20% of portfolio), overnight to 30-day repurchase agreements (no limit, but collateral level at 102% in U.S Treasury and Government Agency instruments delivered to the Custodian of the Pool) and reverse overnight repurchase agreements with primary dealers or dealer banks."

Cash Overdraft

The County's General Fund checking account operates as a sweep account i.e. amounts in excess of the minimum balance are automatically invested in overnight repurchase agreements. Overdrafts at year end are covered by maturing repurchase agreements.

(Continued)

F. Investments

Investments of the Agency Funds (IRC Section 457 Deferred Compensation Plan) are carried at market value ($760,460). Additional disclosures are not required as the plan is operated by a third party.

G. Inventories

Inventories of the Enterprise Funds (County Nursing Home) consist of materials and supplies and are recorded at the lower of cost (first-in, first-out basis) or market.

H. Prepaid Expenses

Prepaid expenses of the General Fund are for prepaid insurance and bond payments. Reported prepaid expenses are equally offset by a fund balance reserve account (reserve for prepaid expenses) as they do not represent "available spendable resources" even though they are a component of net current assets.

I. Interfund Receivables

Interfund loans receivable (reported in the "due from" asset accounts) are considered available spendable resources.

J. Accumulated Unpaid Vacation and Sick Pay

Statement 4 of the NCGA requires that the current portion of vacation liabilities be reported on the governmental fund balance sheets. The County's accrued accumulated vacation in the General Fund was $50,933.

At the Nursing Home, vacation may be accrued to one and one-half times the employee's maximum. Any vacation accrued beyond this amount will be forfeited.

At the Nursing Home (Enterprise Fund), employees are allowed to take a given holiday within a period running from thirty days before to thirty days after that time frame, although the Nursing Home administrator may grant exceptions to that rule. Consequently, the Nursing Home accrues accumulated unpaid vacation pay and recognizes the expense in the period the pay is earned. The accumulated accrual at year end was $118,994.

Sick leave accumulates at the rate of .83 days per month and may be accumulated to a maximum of sixty days

Under the current sick leave policy, upon accumulation of sixty days sick leave, all sick leave days over sixty days are paid to the employee at the end of the year, at the rate of one-half day per day accumulated. Employees may not carry over such compensation to subsequent years nor are they eligible to be paid for any unused sick leave time should they terminate their employment. However, when the current sick leave policy was adopted in 1982, accumulated sick leave to that time vested from those employees who were hired prior to 1978.

(Continued)

Accumulated unpaid sick pay at year end totaled $8,932; $5,587 as long-term (General Fund) and $3,345 as current (Enterprise Fund).

K. Accrued Liabilities

Accrued liabilities of the Enterprise Fund (County Nursing Home) are comprised of the follcwing:

Accrued Payroll and Related Items	$ 99,610
Accrued Vacation and Holiday Leave	118,994
Accrued Interest	16,624
Total Accrued Expenses	$235,228

L. Capital Lease Agreement - Sheriff's Vehicles

The County's General Fund has entered into agreements for the lease of vehicles for the Sheriff's Department. The leases meet the criteria of a capital lease as defined by Statement of Financial Accounting Standards No. 13, Accounting for Leases. Accordingly, equipment has been recorded in the General Fixed Asset account and the principal balance of the capital lease has been recognized in the General Long-Term Debt account group. As required by the Government Accounting Standards Board (GASB), the acquisition of the vehicles and the proceeds from the capital lease have been recognized at the beginning of the lease. Payments on the capital lease are annually charged to principal and interest expenditures on debt service - capital lease.

M. Total Columns (Memorandum Only) on Combined Statements

Total columns on the combined statements are captioned Memorandum Only to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operations or change in financial position in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

NOTE 2 - PENSION FUND

Plan Description - Substantially all County employees participate in the State of New Hampshire Retirement System (the System), a cost-sharing multiple-employer defined benefit public employee retirement system (PERS). All County full-time employees are eligible to participate in the System. The System is divided into two employee groups: Group I which includes all employees except fire fighters and police officers and Group II which is for fire fighters and police officers (Sheriff's Department). The New Hampshire Retirement System issues annually a publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the New Hampshire Retirement System, 4 Chenell Drive, Concord, New Hampshire.

(Continued)

Group I employees who retire at or after age 60 are entitled to retirement benefits equal to 1.667% of the average of their three highest paid years of compensation, multiplied by their years of service. Earlier retirement allowances at reduced rates are available after age 50 and 10 years of service. Benefits fully vest upon reaching 20 years of service or attaining age 60.

Group II employees who attain age 45 with 20 years or more of service or after reaching age 65 as contributing members are entitled to retirement benefits equal to 2.5% of the average of their three highest paid years of service, multiplied by their years of service, not to exceed 40. Benefits vest ratably beginning after 10 years of service.

The System also provides death and disability benefits. Cost-of-living increases have been periodically granted to retirees by the State Legislature.

Funding Policy - The System is funded by contributions from both the employees and employers. Group I Employees are required by State statute to contribute 5.0 percent of gross earnings up to the Social Security taxable wage limit. Amounts in excess of the limit are at 9.2 percent. Group II employees are required to contribute 9.3 percent of their gross earnings. The employer must, under the same statute, contribute monthly at an actuarially determined rate. The current rate is 2.8% to 3.45% of covered payroll. The contribution requirement for the year ended December 31, 1995 was $376,235, which consisted of $132,624 from the County and $243,611 from employees. The County's contributions to the System for the years ended December 31, 1994 and 1993 were $126,134 and $119,819 respectively, which were equal to the amount required under State statute to be contributed for each year.

NOTE 3 - INDIVIDUAL FUND INTERFUND RECEIVABLES AND PAYABLES

The balances at year end were:

	Interfund Receivables	Interfund Payables
General Fund	$ 210,821	$ 4,128
Special Revenue Funds:		
Fire Mutual Aid	-	4,950
County Extension Service	-	9,532
Capital Projects Funds:		
Capital Reserves	4,950	47,910
Enterprise Fund:		
Nursing Home	15,217	102,096
Agency Funds:		
Sheriff	-	9,474
Register of Deeds	-	43,496
Nursing Home Patients' Fund	4,128	-
Jail/Canteen Fund	-	4,536
Hemenway Chase Trust	-	8,994
Total	$ 235,116	$ 235,116

(Continued)

NOTE 4 - DUE FROM/TO OTHER GOVERNMENTS

Amounts Due From/To Other Governments Include:

General Fund:	
State of New Hampshire	$ 14,930
Town of Marlow	85,706
Total	$100,636
Capital Projects	
Waste Water Treatment Upgrade:	
State of New Hampshire	$ 1,795

NOTE 5 - FIXED ASSETS

Changes in General Fixed Assets:

	Beginning of Year	Additions	Deductions	Balance End of Year
Cost or Estimated Value				
Building and Land				
General Government and Jail	$ 8,233,855	$ 43,853	$ -	$ 8,277,708
New Farm Building	888,619	45,279	-	933,899
Equipment:				
General Government and Jail	632,608	34,132	-	666,740
County Farm	273,696	37,877	-	311,573
Total	$10,028,779	$ 161,141	$ -	$10,189,920

Property, Plant and Equipment - (Enterprise Fund) depreciable assets at year end are summarized as follows:

Description	Cost	Accumulated Depreciation	Depreciated Value
Land	$ 75,211	$ -	$ 75,211
Water System	743,199	(106,142)	637,057
Wastewater System	357,947	(6,690)	351,257
Building and Improvements	4,184,907	(1,986,276)	2,198,631
Equipment	450,236	(258,451)	191,785
Total	$ 5,811,500	$ (2,357,559)	$ 3,453,941

(Continued)

NOTE 6 - LONG-TERM DEBT

The following is a summary of the long-term debt transactions of the County for the year:

Payable at Beginning of Year	$2,942,719
Proceeds of Note Payable	-
Bonds Retired	(680,000)
Payments on Capital Lease	(28,317)
Net Change in Employee Benefit Payable	162
Payable at End of Year	$2,234,564

Long-term debt payable is comprised of the following issues:

Nursing Home: Bonds and Notes Payable	
$4,223,000 - 1975 Nursing Home Serial Bonds, Due in Annual Installments of $150,000 to $100,000 Through November 2005; Interest at 7.20%.	$1,220,000
$406,200 - 1991 Water Project Bonds, Due in Annual Installments of $81,240 Through August 1996; Interest at 6.5%	81,240
Total Nursing Home	1,301,240
General Long-Term Debt Account Group:	
$2,600,000 - 1978 Court House Serial Bonds, Due in Annual Installments of $130,000 Through May 1988; Interest at 5.50%.	390,000
$2,000,000 - Jail Addition Serial Bonds, Due in Annual Installments of $200,000 Through July 1996; Variable Interest Rate, Average Rate at 7.155%.	200,000
$1,000,000 - County Administration Building Serial Bonds, Due in Annual Installments of $100,000 Through January 1998; Variable Interest Rate, Average Rate at 7.029%.	300,000
$93,800 - 1991 Water Project Bonds, Installments of $18,760 Through August 1996; Interest at 6.5%	18,760
Total General Long-Term Debt Account Group	908,760
Total Bonds and Note Payable	$2,210,000
Capital Lease Obligations	
1994 Lease Payable to Corporation, Due in Three Annual Payments of $20,116, Including Interest at 6%, Final Payment Due May 1996.	18,977
Total Capital Lease Obligations	$ 18,977

(Continued)

The annual requirements to amortize all debt outstanding are as follows:

Year	Principal	Interest	Total
1996	$ 680,000	$ 146,035	$ 826,035
1997	380,000	98,815	478,815
1998	380,000	73,515	453,515
1999	150,000	55,440	205,440
2000	120,000	44,640	164,640
Subtotal	1,710,000	418,445	2,128,445
2001 - 2005	500,000	108,000	608,000
Total	$2,210,000	$ 526,445	$2,736,445

Future minimum payments under the capital lease consisted of the following at year end:

Year	Principal	Interest	Total
1996	$ 18,977	$ 1,139	$ 20,116

Amounts due in future years from New Hampshire Department of Environmental Services on the Water Project are as follows:

Year Ending December 31,	
1996	$ 21,950
1997	20,650
Total	$ 42,600

Interest expense for the year was $260,352 ($122,301 on bonds and capital lease; $138,131 on tax anticipation notes) and $121,688 for the General Fund and Enterprise Fund, respectively.

The Fire Mutual Aid Fund (Special Revenues) borrowed $27,200 during 1993 for the purchase of radio equipment. The debt is not guaranteed by the County. However, future appropriations by the County for the Fire Mutual Aid Fund will include debt service. Payments of $1,700 are due quarterly plus interest at 4.75%. The final payment is due in December, 1997. Future minimum payments are as follows:

Year	Principal	Interest	Total
1996	$ 6,800	$ 527	$ 7,327
1997	6,800	203	7,003
Total	$ 13,600	$ 730	$ 14,330

(Continued)

NOTE 7 - RESERVES AND DESIGNATIONS OF FUND EQUITY

The County has set up "reserves" of fund equity to segregate fund balances which are not available for expenditure in the future or which are legally set aside for a specific future use. Fund "Designations" have also been established to indicate tentative plans for future financial utilization.

Reserved for Encumbrances - Encumbrances of fund balances of the General Fund are carried forward to the subsequent fiscal year. Encumbrances outstanding at year end are reported as reservations of fund balances since they do not yet constitute expenditures or liabilities.

The amount represents appropriation carryovers as follows:

General Fund:	
Capital Outlay	
Finance	$ 2,250
Jail	3,278
Human Services	90
Operating Transfers Out:	
Nursing Home	13,945
Total General Fund	19,563
Special Revenues:	
Fire Mutual Aide	474
Total	$20,037

Designated for Specific Capital Projects - Designated for specific future capital outlay requirements as follows:

Capital Reserves:	
Courthouse	$ 22,575
Jail	82,048
Nursing Home	272,104
Farm Building	12,877
Farm Equipment	53,538
Waste Water Treatment	22,425
Administration Building	53,477
Tank Replacement	9,513
Fire Mutual Aid	34,503
Total	$ 563,236

(Continued)

Designated for Specific Purposes - Designated for future expenditures of that fund as follows:

Special Revenues:	
Fire Mutual Aid	$ 2,086
County Extension Service	1,000
Juvenile Incentive Fund	114,761
Deeds Surcharge Fund	14,738
Trust Funds:	
Heman Chase Expendable Trust	1,088
Total	$ 133,673

NOTE 8 - DEFERRED COMPENSATION PLAN

The County offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457. The plan, available to all County employees, permits them to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death or unforeseeable emergency.

All amounts of compensation deferred under the plan, all property and rights purchased with those amounts and all income attributable to those amounts, property or rights are (until paid or made available to the employee or other beneficiary) solely the property and rights of the County (without being restricted to the provisions of benefits under the plan), subject only to the claims of the County's general creditors. Participants' rights under the plan are equal to those of general creditors of the County in an amount equal to the fair market value of the deferred account for each participant.

It is the opinion of counsel that the County has no liability for losses under the plan but does have the duty of due care that would be required of any ordinary prudent investor. The County believes that it is unlikely that it will use the assets to satisfy the claims of general creditors in the future.

The plan is administered by a nongovernmental third party which provides financial data to the County annually.

NOTE 9 - CONTINGENCIES

The County participated in a federally-assisted contract for services with the Department of Health and Human Services, Medicaid (Title XIX) through the New Hampshire Department of Health and Human Services, a loan/grant program through the Department of Environmental Services and grants through the New Hampshire Attorney General's office. The contract and the loan/grants are subject to compliance audits by the contractors or grant agencies or their representatives.

(Continued)

The audits of the contract and loan/grant programs for or including the year ended December 31, 1995 have not yet been reviewed by the contractor or grant agencies. Accordingly, the County's compliance with applicable contract requirements will be established at some future date after the contractor's review. The amount if any, of expenditures which may be disallowed by the contracting agencies cannot be determined at this time, although the County expects such amounts if any, to be immaterial.

NOTE 10 - BUDGETED DECREASE IN FUND BALANCE-GENERAL FUND

The $144,318 budgeted decrease in fund balance shown on Exhibit C represents fund balance $125,000 budgeted by the County to reduce the 1995 tax rate and $19,318 of prior year encumbrances approved by the County Commissioners from 1994.

NOTE 11 - LITIGATION

Several suits are pending against the County in connection with various incidents. The County's liability under the suits could potentially be in the range of $140,000 to $720,000. No provision has been made for the potential loss, if any, in these financial statements. Losses this high are deemed unlikely by County management and management intends to vigorously defend these actions.

NOTE 12 - RISK MANAGEMENT

The County is exposed to various risks of loss related to torts; thefts of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The County, along with numerous other municipalities in the State, is a member of three public entity risk pools in the State currently operating as a common risk management and insurance program for which all political subdivisions in the State of New Hampshire are eligible to participate. The pools provide coverage for workers' compensation, unemployment and property liability insurance. The County pays annual premiums to the pools for its various insurance coverage.

NOTE 13 - COMMITMENT

The County has received for funding for its Waste Water Project from the New Hampshire Department of Environmental Services for a total of $397,188 with 80% $397,188) to be repaid by the County to the State Revolving Loan Fund and the remaining 20% ($79,438) as a grant from the State. As the repayment schedule has not yet been finalized by the State as of the date of this report and the State also had not formally accepted the finalized project, no provision has been made in these financial statements in either the General Long-Term Debt Account Group or the Enterprise Funds (Nursing Home) for this liability to the State.

NOTE 14 - RESTATEMENT OF BEGINNING FUND BALANCE

Beginning General Fund fund balance has been restated as follows:

Fund Balance, As Previously Reported	$755,030
Less: Correction of Prior Year's Medicaid Receivables	(9,625)
Fund Balance, as Restated	$745,405

1995 ANNUAL REPORT

CHESHIRE COUNTY COOPERATIVE EXTENSION

COURT HOUSE ANNEX
33 West Street
Keene, NH 03431
352-4550

Cheshire County - UNH Cooperative Extension is part of the educational network connecting University knowledge and research to all residents of Cheshire County. We provide individuals, families, businesses, and communities with direct access to reach generated knowledge from the University. Cheshire County - UNH Cooperative Extension's two major program areas, natural resources and family-community-youth, focus on topics that include community education, child care and development, wildlife management, 4-H youth programs, nutrition and food safety, farm and forestry practices, environmental quality, and more.

The local communities have been the center of UNH Cooperative Extension program efforts since its establishment by Congress in 1914. Cheshire County Extension is one of ten county offices that link the University to local communities. People may drop in or call for information, or participate in programs presented or coordinated by Extension Educators. We offer up-to-date information to help residents make informed choices, answer questions, and help solve problems. we work diligently to identify those issues critical to Cheshire County residents and to formulate non-formal education programs addressing those issues. Cheshire County - UNH Cooperative Extension helps individuals improve their health by changing their diets, helps families better manage their time and money, helps communities solve environmental economic problems, helps the food and agricultural industry keep up-to-date with developing technologies and helps youth become tomorrow's leaders.

Please give us a call at 352-4550 or visit our office at 33 West Street in Keene.

UNH Cooperative Extension programs and policies are consistent with pertinent Federal and State laws and regulations on non-discrimination regarding age, color, handicap, national origin, race, religion, sex, sexual orientation, or veteran's status.

MEMBERS OF THE CHESHIRE COUNTY EXTENSION COUNCIL

1995

Hank Kenney, Marlborough, Chairman
Dave Adams, Troy, Vice Chairman
Ruth Schenck, Keene, Secretary
Judi Lang, Munsonville, Treasurer
Lee Sawyer, Jaffrey
Elaine Amer, Keene
Tom Wyman, Dublin
John Bolles, Sullivan
Brenda Kelley, Winchester
Richard Clark, Gilsum
Gordon Schofield, Hinsdale
Bill Perron, Walpole

County Delegation
Richard Champagne, Keene
Commissioner
Bob Beauregard

COUNTY EXTENSION EDUCATORS

Bruce Clement	Extension Educator, Agriculture Resources County Extension Coordinator
Linda M. Elliott, C.H.E.	Extension Educator, Family Development
Marshall Patmos	Extension Educator, Forest Resources
Lauren Bressett	Extension Educator, 4-H & Youth Development (part-time)
Andrea C. Sawyer	Program Associate, 4-H & Youth Development
Christine Lynch	Program Associate, EFNEP
Support Staff	Diane DuGray Diana Fiorey

FAMILY DEVELOPMENT

Linda M. Elliott, C.H.E. - Extension Educator, Family Development

The Family Development program of the Cheshire County Cooperative Extension helps people of all ages and income levels to learn new skills and apply new knowledge toward better living. The program assists people in the areas of food and nutrition, human development, and family resource management. Each year the educational program focus is determined through the use of advisory committees and surveys, which identify problems and concerns in Cheshire County.

The Extension Educator, Family Development conveys information in a variety of ways. There are 1002 individual contacts per year from people seeking general information and solutions to specific problems. A bi-monthly newsletter, Extension reaches approximately 725 Cheshire County families with timely information in all areas of Home Economics. The Cradle Crier, a newsletter for parents of firstborns, is also available for distribution. Currently 380 new mothers are taking advantage of the newsletter, which covers growth and development during their baby's first year of life. Five Hundred and sixteen families are also benefitting from the quarterly newsletter, Toddler Tales, which focuses on children ages 12 months to 2 years. Efforts continue, in cooperation with other health agencies, to reach all new parents with this valuable information.

Six hundred and twenty-five (625) Cheshire County families benefited from a variety of public workshops, demonstrations, and informational meetings on nutrition, food safety, weight loss through behavior modification, finances, consumer issues, stress management, aging, and parenting.

Two (2) appearances on WKBK Open Mike generated approximately 82 requests for information on a variety of topics.

Extension Family Development programs are open to all interested persons regardless of race, color, national origin, religion, sex, age or handicap. To reach as many people as possible, sessions are scheduled free of charge in the daytime and again in the evening in communities throughout Cheshire County.

AGRICULTURE

Bruce A. Clement - Extension Educator, Agricultural Resources

The Cheshire County Extension is the major source of unbiased, research based information, education, and management advice for commercial farmers, home gardeners, part-time farmers, landscapers, commercial horticulturists, and other individual residents of Cheshire County. Our major program emphasis is on improving the sustain ability of agricultural businesses in Cheshire County, but we conduct programs and provide information on a broad range of topics.

Some of our most recent 1995 programs included:

1. Organizing the educational programs for the Monadnock Flower Show. Over 500 people attended the eleven educational programs we conducted.

2. A Master Gardener program. We provided 45 hours of horticultural training for ten Cheshire County volunteers. They in turn gave back 45 hours or more of volunteer effort to various projects. These projects included: a gardening project at the Rindge Elementary school; a community composting project in Fitzwilliam; two educational "garden walks," on in Alstead and one in Jaffrey; a children's community garden at the low income housing project in Keene; a herb garden and educational program at Maplewood; a guide to the trees of Keene Central Square.

3. A food waste composting project that utilized the service of two Americorp volunteers. This was a joint project with Keene State College and the City of Keene Recycling Center.

4. The continuation of our Agriculture Awareness program. We reached over 2500 children and adults with our Cow and Calf to School program, our Sheep Shearing - Wool Education program, and activities we conduct in cooperation with Stonewall Farm.

5. A significant number of other educational programs on such topics as: turf management, forage crops, pesticide recertification, dairy management, beef management, sheep shearing, lambing clinic, pasture walks, and farm income tax.

NATURAL RESOURCES, FORESTRY

Marshall Patmos - Extension Educator, Forest Resources

The Cheshire County, UNH Cooperative Extension Forestry Program provides educational assistance in forest resources to private woodland owners, primary processors, the general public, organizations and communities of Cheshire County. The delivery of assistance is through individual communication, field visits, group meetings and demonstrations, newsletters, bulletins, news articles and radio.

Multiple-use forest management and planning, including timber sales, intermediate forest practices, fuel-wood, and wildlife comprise much of the requested assistance provided by the program. The financial and economic aspects of owning and managing woodland continue to be major concerns as are increased awareness and concern for conserving the land base and the concept of ecosystem management. Insects and disease, urban forestry and general forest conservation matters are additional types of assistance requested by the people of Cheshire County. While some assists can be handled by phone or mail, many require a field visit and examination, still others can be addressed through a public forum, meeting or field demonstrations or workshops.

As an outreach source of unbiased research based information, the Cheshire County, UNH Cooperative Extension program is backed up by a team of state extension specialists and the resources of the University of New Hampshire. Information and educational efforts (news articles, radio, TV, group presentations) are critical components of the program that keep landowners, decision makers and the general public informed about the management and benefits of a healthy forest resource.

Working relationships with other groups and agencies such as the Farm Service Agency, Conservation District, Natural Resource Conservation Agency, N.H. Division of Forest and Lands, N.H. Timberland Owners Association, Society for the Protection of N.H. Forests, the N.H. Tree Farm Program, forest industry and private forestry consultants are important in helping to promote the sound management of the forest resource. Referrals and assistance to the private sector and encouragement of its development is an important function of the program.

In 1995 - 820 assists were provided including:

- 3 Woodland exams involving 5503 acres
- 29 Landowners applying forest stewardship practices involving 1629 acres
- 225 Insect and disease, and urban forestry assists
- 109 Finance and tax assists
- 73 Marketing assists
- 15 Towns were provided assistance
- 53 Assists and referrals to the private sector
- 46 Information and education (radio, newspaper, presentation, etc.) assists

EFNEP

Christine Lynch - EFNEP Extension Program Associate

The Expanded Food and Nutrition Program is run under the Home Economics component of the Cooperative Extension. The EFNEP Program Associate works with low income families in their homes to improve the Homemaker's knowledge of nutrition through the use of the six food groups. EFNEP also helps the Homemaker make wise nutritional and economical choices at the grocery store, works to help improve cooking and sanitation skills, understand packaging and nutrition labeling, understand unit pricing, improve budgeting information, and provides nutrition counseling during pregnancy and feeding information for the infant. EFNEP associates also help present the PASA series to that audience

In 1994 EFNEP reached 70 families via individual, home, group and correspondence instruction. Thirty-nine (35) families completed the program and six were continuing as of the end of the program year.

Over 150 youth participated in programs at Camp Wakonda, and AIM Day Camps, the Gilsum Street Children's Garden Club, and Keene YMCA After school Program, Keene High School Prenatal Support Group and Youth Resource Center.

4-H YOUTH DEVELOPMENT

Lauren L. Bressett - Extension Educator, 4-H & Youth Development
Andrea C. Sawyer - Extension Program Associate

The Cheshire County 4-H Program served 5213 youth in the county during the 1995 program year. These youth have been involved in 4-H clubs, special interest study groups, or school enrichment programs. Extension youth programs have been used by 22 of the towns in the county.

The enrichment programs reached 4635 youth with programs that enrich or expand the regular curriculum in areas including:

- International 4-H Youth Exchange - helping understanding of other countries/cultures
- Kids on the Block Puppets - understanding personal differences/abilities
- Cow to School - understanding our agricultural heritage and dairy foods production
- Sheep to School - understanding the part that sheep play in NH's agricultural industry
- Conservation Field Day - exploration of agricultural and natural resource topics
- Environmental Encounters - a short course on natural resources in our area
- Embryology - the study of incubating and hatching poultry eggs
- Bicycle Safety - safety information, skills, and laws relating to bicycle use
- Forestry - the importance of NH's forests and it's forest industry
- Stream Study Kit - exploration of water quality in local waterways
- Safe at Home - skills for youth to prepare for being home alone
- County Government Day - what the various parts of County Government are and how they function
- Talking with TJ - a series on conflict management among students

Many schools participate in more than one of the above programs. All the programs are evaluated regularly and are changed as needed to meet the current needs of the school population. We also provide resource materials to schools upon request in such areas as nutrition, science, safety, and natural resources.

The 4-H Club Program is open to any boy or girl who is at least 8 years old by January 1 of the project year. They may be in 4-H until they are 19 years of age. Children aged 5 to 7 may enroll in the Clover Bud program. The mission of 4-H is to provide positive experiences for all youth and adults to develop their individual potential as caring and contributing members of an ever-changing world. Besides citizenship and leadership, the most popular project areas include cultural and heritage arts, animal science, foods and nutrition, natural resources, clothing and textiles, mechanical science, gardening, and photography.

County dollars do not go directly into local 4-H clubs. With county funds the Extension Office is responsible for recruiting and training the volunteers, insuring that youth opportunities are available for all youth, and providing up to date, research based curriculum for use by 4-H clubs as well as other youth groups.

The 4-H Club Program functions because of the 143 volunteer leaders and an additional 348 adults who volunteer for various support roles. There are also three volunteer boards that advise the program and manage the money raised by members and volunteers for the program. This money is used for the events, activities, and awards offered to the members. The 4-H Council had income of $5450. The 4-H Leaders Association raised $3500. A budget of $7105 for 1994-1995 in scholarships and awards to leaders and members for recognition and for various trips to 4-H events was passed. The 4-H Horse Leaders' Association raises about $4000 annually to fund various horse activities and provide scholarships to various activities.

As a result of the quality programs managed by the volunteers as well as the financial support discussed above (and support from the State 4-H Foundation for national opportunities), Cheshire County has a large number of members and volunteers who are offered experiences and honors beyond the county level. In 1995 Cheshire had:

- 19 participate in the Eastern States Exposition agricultural shows
- 6 participate in New England Center Activities at the Eastern States Exposition
- 7 serve on State Curriculum Committees
- 1 teen serve on the NH Teen Council
- 19 teens attend NH Teen Conference
- 2 teens elected to eight member NH Teen Council
- 1 teen receive a national scholarship
- 2 teens participated in National Hippology Contest

- 2 teens attend National Dairy Conference
- 1 teen participate in National Judging Contests
- 2 teens participate in National Quiz Bowls
- 2 teens instruct the National Forestry Invitational team
- 1 teen attend 1994 National 4-H Congress in Orlando, 1 selected for 95 Congress in Memphis
- 4 youth attend NH Heritage Camp
- 1 volunteer selected to serve on the State 4-H Foundation
- 3 serve on Eastern States Exposition Advisory Committees
- 1 Volunteer on State Extension Council
- 1 Teen and 1 adult serve on the NH 4-H Advisory Council
- 2 Adults attend the Northeast Leader Forum
- 5 teens serve on the County 4-H Council
- 39 youth attend 4-H camp

Many of the clubs are reaching youth who are considered "at risk" such as those from low income families or with learning disabilities or behavioral problems. Because the 4-H program stresses members setting individual goals and achieving at their own rate such children can readily fit into the program and have equal opportunity to achieve high levels of accomplishment. In some communities guidance counselors refer students to local clubs for enrichment of needed skills. In addition, parents of home schooled children use 4-H clubs to supplement their child's social curriculum, and use Extension materials to enrich their home school curriculum.

MINUTES
Cheshire County Executive Committee
Monday, January 9, 1995
Administration Building - Keene

PRESENT: Representatives Avery, Burnham, Laurent, McGuirk, Metzger, Pratt, Robertson, Royce, Russell and Smith and Commissioners Martin, Beauregard, White, Assistant Deyoung, Controller Titus.

Chairman Smith convened the meeting at 9:00 a.m., at which time ground rules and format for the ensuing meetings were discussed.

Waste Water Treatment Expansion Project: Commissioner Martin explained that the County was informed by the engineering firm of Provan and Lober, the motion passed by the Delegation authorizing the County to proceed with the expansion of the Waste Water Treatment Plant, at the Delegation meeting on December 15th, was not properly worded and would not be accepted with the state revolving loan application. The motion must reflect the total amount of the project and not the county's portion after receiving grant monies as was stated. The motion must reflect the total amount of the project and not the county's portion after receiving grant monies as was stated. The motion (see Attachment I) passed included the County's portion after receiving grant monies in the amount of $91,210.00. A new motin was presented to the Executive Committee today (Attachment II) with Representative Robertson moved to authorize the County Commissioners to proceed with construction of the Waste Water Treatment Expansion, not to exceed$456,000.00, subject to State approval of a revolving loan with 1 3/4% interest, together with a grant in the amount of 20% of the total. Motion was seconded by Representative, voted unanimously.

Deeds: Evelyn Hubal
Deeds Recording Fees: Mrs. Hubal informed the Committee of a pending change in the manner in which recording fees are paid to the State. At present the daily fees currently received are deposited on a daily basis, into an interest bearing account in a local bank with a withdrawal at the end of the month forwarding the amount of fees received to the State and the interest earned on that amount deposited into the General Fund of the County. Mrs. Hubal was informed that as of February 1, 1995, all fees received are to be deposited directly into a State account on a daily basis. This will be quite a loss of revenue to the Counties and the Deeds Affiliate Association plan to meet on Thursday,

to discuss this. Mrs. Hubal will keep the Commissioners informed of the situation.

Surcharge: Effective January 1, 1994, Ms. Hubal's office began charging a $2.00 per document surcharge on all deeds recorded. This fee will be put into a separate account and is to be used only for the purchase, rental or repair of equipment in her office. The expenditure of such monies must have Delegation and Commissioners approval. Several Representatives questioned what this will amount to in a given year. Ms. Hubal explained it was a bit premature to give a figure but a good estimate would be between $15,000.00 and $20,000.00 per year.

Deeds Budget: The Committee went through the remainder of Mrs. Hubal's Budget, line by line, with a question on Line .84 - Equipment Rental. $6,552 has been requested for this line in 1995, to cover the cost of a yearly leased purchase payments of a micro-film reader printer, with a payment of $547.00 per month, payable over a five year period to Eastman Kodak Company. The payments began in mid year 1992, however, only $2,735,00, appears to have been expended in 1993. $5,470.00 was expended in 9 months of 1994. Mrs. Hubal was asked to explain why only that amount was paid over the course of '93. Mrs. Hubal could not respond to the question without further research. She will return to the Committee with an answer.

Staffing: Ms. Hubal requested discussion of Line .03 - Staff Salary. She informed the Committee, as of January 1, 1995, she had relieved her former Register Deputy of eight years of her responsibilities and had appointed a new Deputy. She was requesting a $2.00 per/hour increase for this individual. Much discussion ensued as to the salary and position of the former deputy. The Commissioners will discuss these concerns with the County Attorney before the Committee makes a decision on this request.

A motion was made by Representative Paul McGuirk to accept the Registry of Deeds Budget as proposed by the Commissioners except for Line 4120.84 - Equipment Rental and Line 4120.03 - Staffing Salaries until they are resolved. Motion seconded by Representative Pratt. The motion passed with 9 in favor and 1against.

Courthouse - Maintenance: Steve Pinard

Outside Services: Mr. Pinard was questioned why the Commissioners increased the amount on this line over his request. Mr. Pinard explained that it was to cover the cost of installation of burglar alarms on certain outside doors of the Courthouse.

ADA: The $1,100.00 in this line would be for signage.

Representative Robertson moved, seconded by Rep. Avery, to accept $213,888.00 for this account, voted unanimously.

Administration Building - Maintenance: Steve Pinard
Reprs. Went through this account, page by page, with few questions. Again it was moved and seconded and approved unanimously, that the County Administration Maintenance budget be accepted as proposed by the Commissioners in the amount of $49,749.00.

Maplewood Maintenance: Jim Meehan
Tele - Communications: Mr. Meehan was asked why his request for $5,240.00 was changed and proposed by the Commissioners at $240.00. Mr. Meehan explained that it was the decision to switch the phone systems at the Home and the House of Corrections to the Centrex system, therefore, there would be no need for the large dollar amount in the Budget for maintenance on the old system.
Capital Reserve Account 5150.90: $32,500.00 has been budgeted. A portion of this amount would be for air conditioning. Mr. Meehan explained that currently, each of the med rooms and the nurses areas are air conditioned. He suggests retro-fitting the present cooling system and have an engineering survey done to insure that any changes to the air handling system are both effective and efficient. No further questions on this account. A motion was made by Rep. Russell, seconded by Rep. Pratt, to accept the amount of $560,331.00 for this account.

Water Treatment Plant: A total of $8,600.00 has been budgeted for this account and approved. A grand total of $579,110.00 was approved by the Executive Committee for this account.
Waste Water Treatment Plant: $10,179.00 has been budgeted for this account. Approval for expenditure of this amount in 1995 was made today by this committee.

County Attorney: At 1:00 o'clock, County Attorney David Park, met with the Committee. He informed them that he had recently hired a new Assistant County Attorney at a lower rate than the former County Attorney had been receiving. This would reflect in the bottom line of his budget. The Commissioners will adjust Line 4110.02 - Payroll Assistant Attorneys, after review with Attorney Park.
Health Insurance 4110.12 - A question arose as to why the increase in this line over 1994. It was explained with the anticipation of two new Assistant County Attorneys being hired and not knowing their medical needs during budget preparations, the Finance Department budgeted for a family plan in both instances. This figure will also be adjusted.

Representative Laurent made a motion to approve the budget as presented, with the adjustments to be made in salary and benefit lines. Rep. Burnham seconded the motion, voted unanimously.

Corrections: Superintendent Richard Van Wickler and Administrative Assistant Penny Vitale, joined the Committee at 2:00 p.m.
Payroll Assistant Supervisor - Line 6100.02: Mr. Van Wickler indicated that this increase reflects an additional position. After review of this budget, line by line, Representative Metzger, made a motion to approve requested amount. Rep. Pratt seconded the motion, voted unanimously. Representative Metzger indicated an interest in touring the facility. Superintendent Van Wickler said all are welcome at any time, individually or as a group.

Sub Committee's: A brief discussion was had on the past task sub-committees that were formed, the "Transportation Study Committee" and the "Sheriff's Transportation Committee". Representative Burnham said the Sheriff's Transportation Committee has met twice and another meeting has been scheduled for Monday evening, January 23rd at 7:00 p.m. Sheriff Fish is scheduled to meet with the Executive Committee to discuss his budget on January 30th.

There being no further business, Chairman Smith recessed the meeting to reconvene on Monday, January 23rd, at 9:00 a.m. at the Maplewood Nursing Home in Westmoreland.

Respectfully submitted,

Timothy Robertson, Clerk

MINUTES
Cheshire County Executive Committee Meeting
Monday, January 23, 1995
Maplewood Nursing Home - Westmoreland

PRESENT: Representatives Avery, Burnham, Laurent, McGuirk, Metzger, Riley, Robertson, Royce, Russell and Smith; Commissioners Beauregard, Martin and White; Assistant DeYoung, Controller Titus, Assistant Controller Knowlton and Administrator McManus.

1. Chairperson Smith convened the meeting at 9:00 a.m.

ADMINISTRATION:
Tuition Reimbursement Line 24: Representative Avery questioned Line 5100.24. Mr. McManus explained this was a policy adopted by the Board of Commissioners two years ago to offer employees tuition reimbursement. It is open to all employees to obtain additional education and training in their present job, or to prepare for advancement in Cheshire County in the future. The amount of reimbursement is based on an individual's grade(s). An individual is limited to the amount of reimbursement he/she can receive in a calendar year.
Telephone - Line 30: Mr. McManus explained an additional $10,000.00 was put into this line to cover the cost of switching over from the current system to Centrex telephone system. These charges include an additional charge per month and a one time installation charge. The Tele-Communication Line of the Maplewood Maintenance Budget showed a decrease of $5,000.00 on this line, which normally would have been for a service contract on the old system, but with the switch to Centrex there was no need for a maintenance contract.
Officer's Life Insurance Line 85: This Mr. McManus explained is insurance for himself per his contract.
Legal Expense Line 92: Why the increase from the department request of $1,000.00 to the Commissioners proposal of $6,450.00. Commissioner Martin explained there was union activity during budget preparation time and this figure was put in to cover any legal expenses that might have occurred. Since that time, a vote has been taken at the Home and the employees voted not to unionize. Representative Avery made a motion that on this basis, the budget be cut back to $1,000.00 for legal fees. Dan Burnham seconded the motion, so voted. A motion was made and seconded to tentatively to accept the Administration Budget as amended, voted unanimously.

Administrator McManus introduced Ms. Tina Torelli, who is the "Quality Control Coordinator", her salary appears in his budget under administration. "Education Director", Mary Sorenson whose salary also appears in this budget was not available to meet with the Committee, as she was teaching a CNA class.

FINANCE/ACCOUNTING:
Auditing Services Line 28: $7,760.00 covers the Nursing Home's portion of the auditor's fees for the year. The total for Mason & Rich is $12,190.00 for the entire County.
Equipment Purchase Line 86: This is for the cost of a new copier for the complex. Representatives questioned if this was put out to bid. It was explained that the figure in the budget was just a quote received and put into the budget for budgeting purposes. The purchase will be put out to bid with the payment to come out of the Capital Reserve Account. Representative Burnham asked how much went into Capital Reserve Accounts in a given year, how much is taken out, and what is our current Reserve Account balance? Mr. Titus will get that information for the Committee. Representative Royce moved the Finance Accounting Budget be tentatively accepted as presented, Representative Burnham seconded the motion, voted unanimously.

COMPUTER OPERATIONS:
Telephone Line 30: The cost of this Line was questioned by the representatives and it was explained by Assistant Controller Marie Knowlton, that this was the cost of computer modems. Representative Metzger suggested that perhaps in the future, instead of telephone basic, the Line should be titled Telephone/Modems Basic.
Equipment Purchase Line 86: An amount of $791.00 appears in the printed budget for this line, due to a miscalculation, the figure should read $690.00. Representative Avery made a motion to reduce Line 86 from $791.00 to $690.00. Representative Burnham seconded the motion, voted unanimously. It was moved and seconded to accept this budget tentatively with the amendment as indicated above, voted unanimously.

NURSING: Bonnie Carroll
Travel Line 20: Bonnie was questioned why this large amount for travel expenses. Ms. Carroll explained that $500.00 of that amount was earmarked for attendance at the NH Association of Counties meeting in the fall.

Mr. McManus explained details of the recent contract the County has entered into with the Keene Housing Authority as of January 1, 1995 to provide housekeeping and dietary services for the elderly living in congregate housing in Keene. Mr. McManus indicated the cost to provide these services are being

carefully monitored and a separate account Line 5200, will be instituted to keep track of the expenditures and receipts on this account. Representatives requested to receive a six months report on the activity of this account to determine if it is a profitable venture for the County. Commissioner Martin asked the Representatives to note that a .5 nursing position has been added to the Nursing department in the capacity of ward aide. Representative Robertson moved, Representative Avery seconded to tentatively accept the Nursing Budget as presented, voted unanimously.

PHYSICAL THERAPY: Lisa Malchuk
Ms. Carroll informed the Representatives that a Physical Therapist from Canada had been hired and will begin her duties on March 1st. She will be working four days at the Home and one day at the Hospital. She has been hired at the rate of $35,000.00 annually.
Advertising Line 34: Representative Avery stated that as we have hired a physical therapist, why the necessity for $1,000.00 to advertise for this position. He suggested cutting the line to $500.00. Motion made by Representative Avery, seconded by Representative McGuirk, to reduce this line by $500.00. Voted unanimously.
Equipment Purchase Line 86: This amount of $3,635.00 has been budgeted to replace several wheel chairs and recliners. Recliners cost $800.00 each, wheel chairs cost around $500.00 each. Representative Avery made a motion to accept this budget as amended, Representative Burnham seconded the motion, voted unanimously.

OCCUPATIONAL THERAPY:
Representative Metzger made a motion to tentatively accept the proposed budget for Occupational Therapy, Representative Avery seconded the motion, voted unanimously.

Mr. Titus informed the committee figures for the Capital Reserve Accounts were available as follows; In 1994, there was a balance of $295,547.00. This year, in this budget, it is proposed to add $125,000.00 to that amount, however, $98,400.00 is to be expended in 1995, leaving a projected baiance at the end of 1995, of $322,147.00.

ACTIVITIES: Marianne Bosworth
Misc. Services For Residents Line 57: Question what the $5,420.00 was ear marked for. Looking at her rationale sheet, there was justifications for about $1,500 of the expenditures. It was explained the remaining was for cable TV for the residents which inadvertently did not get printed.

Tuition Reimbursement Line 24: $800.00 appeared on this Line for tuition reimbursement in error as all Tuition Reimbursement funds are so noted in the Administrator's budget. Representative Avery made a motion to remove the $800.00, seconded by Representative McGuirk, voted unanimously. It was moved and seconded to tentatively accept this amended budget as presented, voted unanimously.

DIETARY: Mark Downing
Mr. Downing was questioned why no figures appear on the dietician or supervisor salary lines. He explained his salary and that of the dietician appear under Outside Services Line 29. Mr. Downing explained he is not an employee of Cheshire County, but a contracted position under the administration of Fitz & Vogt. Representative Avery moved, seconded by Representative Robertson, to tentatively accept this budget as presented, voted unanimously.

LAUNDRY AND LINEN: Joanne Gragon
Drapery Replacement Line 44: Questioned by the Representatives, what draperies were being replaced for $5,218.00. It was explained this was a yearly portion of a three year plan to replace all the drapes, at a total cost of $15,000.00. Representation Avery made a motion to tentatively accept this proposed budget, seconded by Representative Burnham, voted unanimously.

HOUSEKEEPING:
Equipment Purchase Line 86: It was noted that the budgeted amount of $1,864.00 was miscalculated. An additional $75.00 was added to this Line, bringing the total to $1,939.00. Representative Royce made a motion to add $75.00 to Line 86. Representative Avery seconded the motion, voted unanimously. It was moved and seconded to tentatively accept this amended budget, so voted.

PHARMACY: Mark Bush
Vaccinations Line 41: Mr. Bush was asked what this $2,500.00 was for, he explained it was for hepatitis vaccine for the employees and also for the lab testing fees.
Drugs Line 42: Representative Avery questioned how much had been expended in drugs in 1994. A figure of $176,000.00 was expended, therefore he suggested reducing the purchase of drugs line to $190,000.00 due to last year's expenditure of $176,000.00. Representative Metzger seconded the motion for discussion. After much discussion, Representative Metzger withdrew her second and Representation Avery withdrew his motion.
Physician's Contract Line 69 / Pharmacist's Contract Line 70: It was questioned why the Physician's contract was why it was put into his budget, it was

explained it has always been there, and appears to be the logistical place to put it. Line 70 Pharmacist's Contract $6,000,000 - This was for Mr. Bush's replacement while he is on vacation.
Equipment Purchase Line 86: $4,000,00 expenditure was ear marked for medical carts.
It was moved and seconded to tentatively accept this budget, voted unanimously.

VOLUNTEER SERVICES: Pat Moore
This budget appeared to be level funded from last year, therefore the Representatives made a motion to accept the budget as presented, voted unanimously.

SOCIAL SERVICES: Carol Austin
Payroll Staff Line 3: It was noted by Commissioner Martin the increase in this line is due to an additional .2 FTE in this department. The social worker aide was a .8 position, and has now become a 1 FTE equivalent. Motion was made and seconded to accept this budget tentatively, voted unanimously.

FARM: Gary Hudson
The Representatives were asked to read correspondence given to them by Representative Burnham, Chairman of the Farm Study Committee to read before discussing this budget. It appears the Farm realized a loss in 1994, of approximately $38,312.00. This loss is due to increased costs and loss of revenue. Much discussion followed as to whether the County should remain in the farming industry in light of this deficit which at this time is projected to be about $70,000 in 1995. Continued in depth study will be put into the farm operation before any decisions will be made.
Feed Line 77: A question arose as to why this Line was increased. It appears it was increased by the Board of Commissioners by $5,000.00, due to the fact that feed costs in 1994 are already at $74,000.00 level.

A motion was made to tentatively accept the proposed budget for the Farm. Motion was seconded. The motion passed by a vote of five to three with Representatives Avery, McGuirk and Russell, voting no and
Representatives Burnham, Laurent, Metzger, Robertson and Royce voting yes.

NEW BUSINESS:
Chairman Smith recognized Representative Riley to speak to the Committee. Rep. Riley requested the formation of a House of Corrections ad hoc committee. The purpose of the committee would be to network with other correction facilities regarding their policies and procedures. Representative Smith felt the

formation of such a committee should be a Delegation priority, but Executive Committee approval would not be harmful. Representative Metzger requested to be a member of the committee, as she has been a member of the Court Justice Committee, for the past two years. Representative Burnham indicated a three person committee would suffice, but it was agreed it should be a five person committee. Rep. Avery moved to allow Rep. Riley to form a Jail ad hoc committee. Representative Metzger seconded, so voted. Rep. Riley will be acting chairperson, committee members will be Representative Metzger, Russell and Avery, with one opening for a member from the full Delegation, per Chairperson Smith's request.

At 2:00 p.m., Chairperson Smith recessed this meeting to convene at 9:00 a.m., January 30th, at the Administration Building, to continue review of the 1995 Budget.

EMPLOYEES' COUNCIL:
The Delegation then met with representatives from the Employees' Council to discuss items of concern relative to the 1995 proposed budget.

Respectfully submitted,

Timothy Robertson, Clerk

ED/fcp

MINUTES
Cheshire County Executive Committee
Monday, January 30, 1995
Administration Building, Keene, N.H.

Chairman Smith convened the meeting at 9:00 a.m., with the following Representatives present: Avery, Burnham, Laurent, McGuirk, Metzger, Richardson, Riley, Robertson, Royce, Russell and Smith, also Commissioners Beauregard, Martin and White and Assistant DeYoung.

UNH COOPERATIVE EXTENSION: Bruce Clement
Mr. Clement joined the Representatives to discuss his budget. After much discussion and several questions, Representative Burnham moved, seconded by Rep. Royce, to tentatively accept this budget as presented. Voted eight (8) in favor, with Rep. Russell, voting no.

HUMAN SERVICES: Mimi Barber
Mrs. Barber came in with revised figures and presented a copy of the following figures to each member. **Line 54 - Old Age Assistance:** Decrease $6,900.00. **Line 55 - Aid to The Permanently & Totally Disabled:** Decrease of $25,989.00, **Line 56 - Intermediate Nursing Care:** Decrease of $137,416.00, **Line 58 - Board & Care of Children:** Decrease of $104,429.00. These changes reflect a net decrease of $274,734.00 from her original request. Representative Avery moved, seconded by Rep. Royce, to accept the amended Human Services Budget for a total of $4,836,000.98, which reflects the changes Mrs. Barber
presented today, voted unanimously.

HOME HEALTH CARE & COMMUNITY SERVICES: Virginia Vidaver, Robert Merry, Director of Finance, Glenn B. McKibbin, Director joined the committee to discuss their budget requests. Mr. McKibbin explained services offered by Home Health Care, eliciting several questions from the Representatives as to the scope and area covered with their services. It was explained that the County's contribution to the agency is used entirely for the residents of Cheshire County. Ms. Vidaver was questioned why the salaries appear to have increased 41% in a two-year period. She explained that it was due to increased staff required to provide the services of the program to the ever increasing numbers of individuals in need. A motion was made to tentatively approve the Commissioners proposal of $79,000.00, which is level funding from last year. Motion was seconded, the vote passed by a five (5) to four (4) vote, with Reps. Laurent, McGuirk, Pratt and Russell voting against. Rep. McGuirk

requested a break down of their budget, to determine what amounts the agency receives from Sullivan and Hillsborough Counties.

CONSERVATION DISTRICT: Linda Van Alystyne
Much discussion on their budget was stimulated by Rep. Russell, who questioned the closing of several offices, by the Federal government. It was explained that the offices being closed, were Soil Conservation Offices only, funded by the Federal government, and not County Conservation District offices. Ms. Van Alystyne mentioned the sale of bulbs in the fall as an additional source of raising revenue which has not been considered in the past. Rep. McGuirk requested to see an overall budget for both Cheshire and Sullivan Counties which are served by the District, along with a break down of expenses. Rep. Avery moved to tentatively accept the Commissioners' proposed budget of $20,000.00, for this agency, seconded by Rep. Laurent, voted seven (7) in favor and four (4) opposed.

WOMEN'S CRISIS SERVICE: Amy Grammo
Ms. Grammo, gave a brief description of the past year's activities, which reflected a 16% increase in individuals served in 1994 over 1993. Rep. Burnham moved to accept the Commissioners proposed $6,000.00, for this agency. Rep. Royce seconded the motion, voted unanimously.

MONADNOCK REGION SUBSTANCE ABUSE, INC.: Sharon Mangan and Mario Cossa
Ms. Mangan, informed the Representatives, MRSA, Inc., has recently merged with Monadnock Family Services, Inc. They will maintain individual budgeting and funding purposes. Mr. Mario Cossa, spoke about the "Acting Out Program", requesting $2,000.00, as part of the $7,750.00, requested for Monadnock Region Substance Abuse, Inc. Acting Out Program offers an intensive theater training therapeutic experience for youth in the Monadnock Region, which allows the individuals to express self esteem. Rep. McGuirk moved, Rep. Russell seconded, to grant Monadnock Region Substance Abuse Inc the requested amount of $7,750.00 with $2,000.00, of the amount earmarked for Acting Out Program, voted unanimously.

FIRE MUTUAL AID: John Marechal
John Marechal joined the Committee, to explain his budget. **Line 12 - Health Insurance:** This amount increased due to an employee considering switching to the family plan. **Line 14 - Worker's Comp:** Reduced to $3,500.00. Representative Avery moved to reduce this line, seconded by Representative Royce, voted unanimously. **Line 61 - Radio Communications:** Increase in this Line due to the addition of a transmitter in Winchester, which will cost

approximately $600.00 to maintain. Motion was made and passed to increase **Line 61 by $600.00.**

Line 82 - Radio Equipment Repairs: Increase in this Line due to increased cost of repairs estimated, over $14,000.00 in was spent on repairs in 1994. Representative Avery moved to increase **Line 12 to $49,393.00 and decrease Line 14 - to $3,500.00**. Representative McGuirk seconded the motion, so voted. Rep. McGuirk moved to tentatively accept the amended budgeted amount of $504,201.00 for this account. Rep. Burnham seconded the motion, voted unanimously.

COMMUNITY KITCHEN: Mindy Cambiar

Mindy joined the Committee and received a unanimous vote from the Committee to tentatively accept their request of $2,000.00 and food and beef for 1995, as proposed by the Commissioners.

SHERIFF: Douglas Fish

Line 30 - Telephone Basic Line: Sheriff Fish was questioned regarding the increase in 1994, over what was budgeted. He explained that two additional lines and specialty phone sets for the secretaries were installed in 1994 after the budget had passed. **Line 46 - Clothing Allowance:** Sheriff Fish stated that the purchase of several items for his department were paid out of personal funds, therefore to avoid personal expenditures in the future he has increased this Line by $500.00, up to $3,000.00, to meet the department's needs. It was suggested he and the Commissioners sit down to discuss what his department's requirements are. **Line 86 - Equipment Purchase:** Again, an area where elected officials and Commissioners need to sit down and discuss what items Mr. Fish needs to keep his department operating efficiently. Rep. Burnham moved to tentatively accept the Sheriff's budget. Rep. Robinson seconded the motion, so voted.

Respectfully submitted,

Timothy Robertson, Clerk

ED/fcp

MINUTES
Cheshire County Executive Committee
Budget Hearing
Monday, February 6, 1995
Administration Building - Keene NH

Chairperson Smith convened the meeting at 9:00 o'clock with the following Representatives present: Avery, Burnham, Laurent, McGuirk, Metzger, Pratt, Robertson, Royce, Russell and Smith. Also present were Commissioners Beauregard, Martin and White and Assistant DeYoung.

Employees COLA/Merit: Discussion was held around the Commissioners proposed 2 1/2% COLA and 2 1/2% merit increase for all County employees in 1995. Commissioner Martin explained how the figure was arrived at. Representative Avery moved to accept the Commissioners 2 1/2% COLA and 2 1/2% merit; Representative Metzger seconded the motion. Rep. Robertson then asked to amend the original motion by increasing the COLA for County employees to 3%. The motion reads to recommend a 3% increase in COLA and a 2 1/2% merit. A vote was defeated by a 5 against and 4 for the motion vote. Rep. Avery again moved to accept the Commissioners 2 1/2% COLA and 2 1/2% merit. Representative Burnham seconded the motion, passed by 5 in favor and 4 against vote.

County Attorney's Salaries Lines: The Committee reviewed an analysis of the County Attorney's office salary and benefits Lines. With the hiring of another assistant county attorney, at a lower wage rate, than the former assistant county attorney, and the hiring of a part time secretary to replace the full time position budgeted for, it was the recommendation of Attorney Park, to make the following changes in his budget. **Line 02 - Assistant County Attorneys' Salaries:** Reduce by $7,601.99. **Line 03 - Staff Wages:** Reduce by $4,420.06, and related **Benefit's Lines 10 - 16** Reduce by a total of $5,068.38.00, for a total reduction in the County Attorney's Budget of $17,090.43. Representative Avery moved to accept the County Attorney's amended budget, Rep. Robertson seconded the vote, voted unanimously.

DEEDS:
Ms. Hubal joined the Committee to discuss staffing in her office. As of January 1, 1995, a new Deputy was appointed and Ms. Hubal requested an increase for this individual. To keep the budgeted amount, as proposed by the Commissioners, and to enable the new Deputy to receive the asked for increase in salary by Ms. Hubal, she has made several staffing changes in her office. The

former Deputy will have her hours reduced from 37 1/2 to 35 hours, with a reduction from a Grade 7 to a Grade 3; and reduce one 35 hour employee to 20 hours per week. Another employee will have her hours increased to 37 1/2 hours per week, per Ms. Hubal's recommendation. Rep. Burnham made a recommendation to accept the Commissioner's proposal for **Line 03 - Payroll Staffing** in the amount $122,553.00, allowing Ms. Hubal to staff her office to suit her needs. Representative Laurent seconded the motion, motion passed by 7 voting in favor and 2 opposing.

PHYSICAL THERAPY:

Based on the fact that a physical therapist has been hired, at a lesser rate than was budgeted, Commissioners are recommending a decrease in **Line 01 PT Salary** from $62,568.00, reduce that amount to $49,679.80 - a reduction of $12,888.20. **Lines 10-16 - Relating Benefits:** A reduction of $7,034.03 in those lines, for a total Physical Therapy Department reduction of $19,922.23.

OCCUPATIONAL THERAPY:

Line 01 - Payroll OT: $62,568.00 was budgeted. Commissioners are proposing $38,583.60, a reduction of $23,984.40.

Two programs at the Home the Commissioners would like to see continued are The Dance Therapy. No money had been budgeted but the Commissioners are recommending $8,605.20, to cover that line and Work Study Program, no monies had been budgeted, Commissioners are proposing $5,950.00 for that program. The combined benefits for **Line 10 - 16 Occupational Therapy** a total reduction $11,136.93, total reduction for the Occupational Therapy Department would be $20,566.13. Rep. Burnham moved to accept the new revised proposed figures from the Commissioners, Rep. Pratt seconded the motion, voted unanimously.

SHERIFF'S DEPARTMENT:

Much discussion ensued as to the necessity for increasing the Sheriff's Line by two individuals. Commissioner Martin gave Commissioners' reasoning for not accepting his request for two additional sheriffs, and they are as follows:

1. Due to a lack of documentation for the necessity for the two additional deputies.
2. The employees work load in the Sheriff's Department is evidently lower, due to less litigation in the County, less serving of papers and this is shown by a decrease of fees received from the County Sheriff's Line on the revenue page.
3. County Sheriff's office is no longer involved in extradition, it is now outside services that provide this function. Commissioners presented the 23 towns in the County with a break down on the estimated cost to each town, to hire 2 additional deputies. Twelve (12) towns responded, nine of the towns did not

agree with the additional manpower in the Sheriff, 3 towns approved. Due to the fact that it does not appear cost effective, and the Commissioners felt that they do not have the support of the towns, that is another reason why they are not in favor of enlarging the department at this time.
4. The Jail population has decreased; in the past, when it was at a much higher level, the current Sheriff's Department managed. With the future bringing in electronic monitoring and diversion programs, the Commissions feel that the Jail population has leveled and will remain so. The Sheriff's Department had no trouble transporting in the past, with the Jail population at a higher level, they cannot see why this should be a problem at this time.
5. The Commissioners feel the increased manpower is due to a philosophy change in the management of the department. With a new sheriff, he has ideas in other areas, such as, child abuse investigations and the Sheriff's Department has been playing a more active in police enforcement. Rep. Dan Burnham made a motion to accept the Commissioners proposal in not hiring two additional deputies for the Sheriff's Department at this time. Rep. Avery seconded the motion, voted unanimously. Rep. Avery then made a motion to accept the amended Commissioners' proposed budget, along with the amendments to the individual budgets today for **Lines 1 thru 16 - Salaries and Related Benefits.** Rep. Metzger seconded the motion, voted unanimously.

FACILITIES:
Commissioner Martin shared with the Committee a copy of an analysis of increase in **Line 29 - Outside Services** for the increase in rubbish removal rates, which we have been notified from our rubbish carrier, Ken's Waste Disposal, showing the change in Keen's tipping charge, from a cubic yard basis to a per ton basis. It would impact the Budget as follows: Maplewood, Jail budgeted $8,000.00, increased to $12,672.00 - an increase of $4,672.00. The Courthouse budgeted $1,302.00 - increased to $1,785.00 - an increase of $483.00. The Administration Building budgeted $1,302.00, increased to $1,785.00 - an increase of $483.00, for a total County wise rubbish removal increase of $5,638.00. Rep. Burnham moved, seconded by Rep. McGuirk, to increase **Line 29 - Outside Services,** to reflect the proposed increase in rubbish removal rates, voted unanimously.

FARM:
Commissioner Martin informed the Committee of a meeting held last week with the Commissioners, Mr. Hudson and Mr. McManus, to discuss the farm operation, its budget, deficits and possible future. The Commissioners proposed that over a two year period, the Farm deficit should be between $12,000.00 and $15,000.00, if the County is to retain the Farm. The small deficits would more than make up for the benefits the Farm offers the residents of Cheshire County.

The Commissioners are hopeful, following the recommendations of the Farm Study Committee, and reducing the size of the herd, this margin of deficit could become a reality. Today Commissioner Martin presented the Committee a handout of the Farm's budget showing reductions on the expense side in the $8,650.00, and areas of increased revenue in the amount $8,000.00. Rep. Burnham said the Farm Study Committee will be meeting the end of the month. Rep. Avery moved to accept the amended Farm budget as proposed by the Commissioners today. Rep. Royce seconded the motion, voted unanimously.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Timothy Robertson, Clerk

ED/fcp

MINUTES
CHESHIRE COUNTY DELEGATION MEETING
Monday, March 6, 1995
Jury Assembly Room

PRESENT: Representatives Champagne, De Pecol, Doucette, Feuer, Hunt, Kingsbury, Laurent, Lynch, Manning, McGuirk, Metzger, Pratt, Riley, Robertson, Royce, Russell, Smith, Steere, and Wollner, Commissioners Beauregard, and Martin, Treasurer Conway, Controller Titus and Assistant DeYoung.

At 7:00 p.m., Chairperson of the Delegation, Rep. Lynch, convened the meeting.

Rep. Smith introduced the Executive Committee and turned the meeting back to Rep. Lynch.

Rep. Steere made a motion to increase the COLA for employees from 2 1/2% to 3%. Representative Robertson seconded the motion. Rep. Royce questioned what this 1/2% increase impact would have on the Budget. The Budget would be increased $26,439.00. After much discussion, a roll call vote was taken, with sixteen (16) voting in favor of the motion and three (3) against the motion.

Rep. Lynch then explained to the Committee that she would be going over the bottom line of the Budget and not line by line, just taking the total of each budget. Controller Titus gave the new amount for the bottom line after the 1/2% increase was taken into consideration.

Commissioners 4100: Rep. Champagne moved, Rep. Steere seconded the motion, that the bottom line of $103,517 be adopted for the Commissioners' Department.

Treasurer 4101: Rep. Smith made a motion to accept the bottom line of $7,492. Rep. Metzger seconded the motion, voted unanimously.

Delegation 4103: Motion made by Rep. Smith to accept the bottom line of $4,447. Rep. Laurent seconded the motion, voted unanimously.

County Attorney 4110: Rep. Smith made a motion to accept the County Attorney's budget of $225,364, seconded by Rep. Champagne, voted unanimously.

Victim Witness Coordinator Program 4111: Motion by Rep. Smith, seconded by Rep. Riley, to accept the Victim Witness Program in the amount of $39,960. This brings the total budgeted amount for the County Attorney's Department to $265,324.

Registry of Deeds 4120: Motion made by Rep. Smith, seconded by Rep. Robertson, to adopt the bottom line of $240,410, for this department.

County Sheriff 4140: Representative Smith motioned, seconded by Rep. Wollner, to accept the bottom line $466,473. Motion carried with one (1) no vote.

Medical Examiner 4150: Rep. Smith made a motion to accept the bottom of $15,147, seconded by Rep. Champagne, voted unanimously.

Plant Operations - Court House 4160: Rep. Robertson made a motion to accept $214,828, seconded by Rep. Smith, voted unanimously.

Plant Operations - County Adm. Bldg. - 4170: Motion by Rep. Hunt, seconded by Rep. Smith, to accept $50,232, for this department.

Human Services 4190: Motion by Rep. Smith, to accept the sub total for Human Services of $4,8837,212. Rep. Champagne seconded the motion, voted unanimously.

Outside Agencies 4190: Motion by Rep. Champagne, to accept the sub total of $103,750, seconded Rep. Hunt, voted unanimously. Rep. Riley then made a motion to accept the total bottom line for the Human Services Department to include the Outside Agencies in the amount of $4,940,962. Rep. Hunt seconded the motion, voted unanimously.

Maplewood Administration 5100: Representative Smith made a motion to accept $272,525 for this department. Representative Robertson seconded the motion, voted unanimously.

Finance/Accounting 5101: Upon a motion by Rep. Robertson, seconded by Rep. Smith, the total amount of $294,211 was accepted for this department.

Computer Operations 5102: Rep. Hunt moved that the bottom line of $27,003 be accepted. Rep. Smith seconded the motion, voted unanimously.

Dietary 5130: Upon a motion by Rep. Smith, seconded by Rep. Laurent, the bottom line $813,567 was accepted for this department.

Nursing 5140: Rep. Smith moved that the bottom line of $3,170,951 be adopted. Rep. Laurent seconded the motion, voted unanimously.

Maplewood Plant Operations 5150: Total Budget for Maplewood Plant Operations to include the Waste Water Treatment Plant and the Water Treatment Plant, for a bottom line of $584,857 was motioned by Rep. Smith, seconded by Rep. Champagne, voted unanimously.

Laundry and Linen 5160: Motion by Rep. Laurent to accept the bottom line of $239,044, seconded by Rep. Smith, voted unanimously.

Housekeeping 5170: Rep. Smith moved that $313,448 be accepted, Rep. Hunt seconded the motion, voted unanimously.

Pharmacy 5180: Rep. Smith moved that $316,625 be accepted for this department. Representative Laurent seconded the motion, voted unanimously.

Activities 5190: A sub total for Religious Expense and Miscellaneous Services for Residents in the amount of $10,420 was moved by Rep. Royce, seconded by Rep. Smith, voted unanimously. Total bottom line for Activities, to include the above, in the amount of $162,752 was accepted by Rep. Smith, seconded by Rep. Laurent, voted unanimously.

Volunteer Services 5194: Rep. Smith moved that $31,342 be adopted for this budget. Rep. Laurent seconded the motion, voted unanimously.

Social Services 5195: Upon a motion from Rep. Smith, seconded by Rep. Laurent, $77,097 was adopted.

Occupational Therapy 5196: Rep. Smith moved to accept the amount of $90,146, seconded by Rep. Laurent, voted unanimously.

Physical Therapy 5197: Rep. Smith motioned to accept $140,717. Rep. Laurent seconded the motion, voted unanimously.

County Jail & House of Correction 6100: Rep. Smith moved to accept the bottom line of $1,198,802 for this department. Rep. Champagne seconded the motion, voted unanimously.

County Farm 7100: A motion by Rep. Smith to accept the bottom line for this department of $296,099, seconded by Rep. Champagne, voted unanimously.

Cooperative Extension Service 8360: Rep. Champagne moved to accept the $160.226 for this department. Rep. Smith seconded the motion, voted unanimously.

SWNH Fire Mutual Aid 9080: Motion by Rep. Champagne, seconded by Rep. Smith, to accept $504,201 for this budget, voted unanimously.

Debt Service Interest 9100.91 - Interest on Tax Anticipation Notes: Rep. Hunt made a motion that **Account 9100.91** - Interest on Tax Anticipation Notes, be increased by $35,000, to a total of $225,000. Rep. Champagne seconded the motion, voted unanimously.
Rep. Smith then made a motion to accept the Grand Total Debt Service Interest in the amount of $1,109,515. Rep. Riley seconded the motion, voted unanimously.

Capital Reserve Funds 9200: Rep. Smith made a motion to accept $125,000 for the Capital Reserve Line Account. Rep. Champagne seconded the motion, voted unanimously.

Cheshire County Conservation District 9384: Rep. Smith made a motion to accept $20,000 for this agency. Rep. Hunt seconded the motion, voted unanimously.

Interest Income 4012: Rep. Champagne moved that **Account 4012 - Interest Income** be increased by $10,000 to a total of $110.00. Rep. Robertson seconded the motion, voted unanimously.

Surplus Used 4026: Rep. Laurent made a motion that **Account 4026 - Surplus Used** be increased by $25,000 to a total of $225,000. Rep. Smith seconded the motion, voted unanimously.

Transfer From Capital Reserve Funds 4027: Rep. McGuirk made a motion that **Account 4027 - Transfer From Capital Reserve Funds** be increased by $4,000, to a total of $102.398. Rep. Champagne seconded the motion, voted unanimously.

Taxes From Cities And Towns 4001: Rep. Robertson moved, seconded by Rep. Smith, that **Account 4001 - Taxes From Cities And Towns** be decreased by $4,000, to a total of $8,015,467.

Taxes From Cities And Towns 4001: Rep. Smith made a motion that the amount of $8,041,906 be adopted as the amount to be raised from taxes. Rep. Laurent seconded the motion, voted unanimously.

Rep. Smith made a motion to accept $16,268,380 as the 1995 Cheshire County Budget. Rep. Steere seconded the motion, voted unanimously.

At 7:50 p.m., Chairperson Lynch adjourned the meeting.

Respectfully submitted

Timothy Robertson, Clerk

ED/fcp

MINUTES
Cheshire County Delegation Meeting
Monday, June 19, 1995
Jury Assembly Room
Court House - Keene, NH

PRESENT: Representatives Burnham, Champagne, Cole, Delano, Doucette, Feuer, Kingsbury, Lynch, Manning, Pratt, Richardson, Riley, Robertson, Royce, Russell, Smith, Steere, Wollner; Commissioners Beauregard, Martin and Assistant DeYoung.

Chairman Lynch convened the meeting at 7:00 p.m.

1. Distribution of the 1995 "Michigan Plan" Funds.
Commissioner Martin addressed the Committee, relative to the letter they had received from the Board of Commissioners outlining the Boards recommendation for the disbursement of $433,160.00 unanticipated revenue in proportional share "Medicaid Enhancement Funds" also known as "Michigan Plan" funds which had been mailed to them along with the notice of this evening's meeting, A question and answer period followed Commissioner Martin's remarks regarding the Commissioner's recommendation.

Representative Champagne moved that the Cheshire County Delegation amend their 1995 Budget by the addition of $433,160.00 in revenue known as "Michigan Plan" or "Medicaid Enhancement Fund" as follows: $200,000.00 to the Maplewood Nursing Home Capital Reserve Account; $100,000.00 be added to undesignated Surplus; $100,000.00 to reduce taxes to be raised; and $33,160.00 added to the Computer Capital Reserve Account. Representative Riley seconded the motion.

After further debate, Representative Russell offered an amendment to the motion on the floor as follows: That the Cheshire County Delegation amend their 1995 budget by the addition of $433,160.00 in revenue known as "Medicaid Enhancement Fund" as follows; $300,000.00 to reduce taxes to be raised, $50,000.00 added to the undesignated Surplus, $50,000.00 to the Maplewood Capital Reserve Account, $33,160.00 to the Computer Capital Reserve Account. Further debate ensued.

Rep. Wollner then moved to vote on the amendment, seconded by Rep. Robertson, voted unanimously. The amendment was defeated by a thirteen (13) vote against, four (4) in favor and one (1) abstention.

Rep. Robertson then made a motion, seconded by Rep. Champagne, to vote on the original motion, which passed by seventeen (17) voting in the affirmative and one (1) voting against.

2. Computer Replacement: Commissioners Martin and Beauregard then spoke to the Committee relative to the need for upgrading the computer system in the Financial

Department located at Maplewood Nursing Home. They explained that the current system is ten (10) years old and has reached a crisis situation. They requested Delegation authorization to spend Capital Reserve monies in 1995 which would allow for the purchase and installation of a new system to be on line by January of 1996.

Representative Lynch then read a motion that had been prepared as follows: Moved that the Cheshire County Delegation authorize the expenditure from the Computer Capital Reserve Account of an amount not to exceed $48,000.00, said amount to be expended for the purpose of replacing computer hardware and related software in the County Finance Department.

Much debate followed with questioning by Representative Riley regarding the real emergency for the purchase at this time and if it could wait until the 1996 Budget. Representative Steere questioned if all options has been researched for replacement of the system. Representative Cole was concerned over the fact that the subject of computer purchase should have been put in the call of the meeting and information should have been made available to the Representatives prior to this evening's meeting. Representative Steere felt that the Delegation should not authorize the expenditure of $48,000.00 for computer replacement without further research and information.

Representative Champagne felt that the Delegation's purpose was not to be micro managing County offices. He then made a motion to accept the Commissioners' recommendation which would authorize the upgrading of the computer system from the Capital Reserve Account not to exceed $48.000.00, in 1995. Representative Robertson seconded the motion for purposes of discussion.

Representative Steere then moved to amend the original motion by asking the Commissioners/Finance Department to seek various options and return with further information for a vote at a later date.

Representative Wollner moved to table the motion to a future date after further information had been provided to the Delegation. This motion passed by ten (10) in favor, nine (9) against.

Representative Wollner moved to adjourned the meeting, seconded by Representative Robertson. The meeting adjourned at 8:45 p.m.

Respectfully submitted,

Timothy Robertson, Clerk

ED/fcp

MINUTES
Cheshire County Executive Committee
Monday, July 24, 1995
Court House
Keene, NH

PRESENT: Representatives Avery, Burnham, Laurent, Lynch, McGuirk, Metzger, Pratt, Robertson, Royce, Russell and Smith; Commissioners Beauregard, Martin and White; and Assistant DeYoung.

Chairman Smith convened the meeting at 7:35 p.m.

1. BUDGET REVIEW: Commissioner Martin discussed the six months budget figures with the Committee explaining that several of the Lines were adjusted since they had received their reports. Commissioner Martin proceeded to explain these adjustments. It was also explained why some Lines in various cost centers appear to be over budgeted at this time - some were due to miscoding, some due to timing,(with annual payments made in the early part of the year), equipment purchases have been made for the year and other over budgeted Lines are due to uneventful circumstances (i.e., broken equipment, repairs etc.).

Chairman Smith asked the Committee if there were any questions regarding this budget they would like answered at this time.

Representative McGuirk questioned the Computer Operations budget relative to the Maintenance and Purchase Lines. Both are timing, as the Maintenance contract has been paid for the year and the Equipment Purchase Line will also remain dormant for the remainder of the year with all computer purchases having been made for the year.

Waste Water Treatment Plant - Line 61 - Electricity: It was questioned why no money had been expended on this Line at six (6) months. This was due to miscoding as all electrical costs had been charged against the House of Corrections electricity line. The adjustment will be made and appear in the next cost report.

There appeared to be no further questions at this time regarding the budget.

2. OTHER:

a. Director of Nursing Resignation: Commissioner White informed the Delegation that the Director of Nursing offered her resignation effective August 4th.

b. Diversion Program: Commissioner Martin informed the Committee that he received word this afternoon that the County's grant application for a Court Diversion Program has been accepted and the Program should start up sometime in the fall.

c. Personnel: In response to a question asked by Rep, Burnham regardomg payroll and staffing, Commissioner Martin explained that the Commissioners are changing the format of the budget process this year by pulling out the personnel portion and addressing any changes requested by the Department Managers prior to the review of the whole budget in the fall.

d. Physical Therapist: Commissioner White informed the Committee that the Physical Therapist recently hired from Canada is now working at the Home. Commissioner Martin encouraged the Representatives to visit the Home to meet with her.

e. Executive Committee Minutes: Chairperson Lynch requested that the Minutes of Executive Committee Meetings be mailed to the full Delegation to keep them informed of events in the County.

There being no further business at 8:10 p.m., Representative Avery, seconded by Representative Russell, moved to adjourn the meeting.

Respectfully submitted,

Timothy Robertson, Clerk

ED/fcp

MINUTES
Cheshire County Delegation Meeting
Monday, July 24, 1995
Jury Assembly Room, Courthouse
12 Court St., Keene, N.H.

PRESENT: Representatives Avery, Burnham, Champagne, Cole, Doucette, Feuer, Lynch, McGuirk, McNamara, Metzger, Pratt, Richardson, Robertson, Royce, Russell, Smith, Steere; Commissioners Beauregard, Martin, White.

Chairperson Lynch convened the Delegation meeting at 7:25 following the Public Hearing on the County's two grant applications to the Office of State Planning for the State of New Hampshire.

After question and answer period with Ms. Linda Mangones, Administrator of Keene's Community Development Program regarding the grant applications, Representative Smith made a motion that the Cheshire County Delegation approves and supports the County's two grant applications to the office of State Planning for the State of New Hampshire for the following purposes.

> An application for Housing funds in the amount of $150,000 to be used by Cheshire Housing Trust to rehabilitate residential property occupied primarily by low- and moderate-income households;
>
> An application for Public Facilities funds in the amount of$350,000 to be used to (1) provide new windows and roofing repairs at the Keene Day Care Center, (2) complete the Keene Community Kitchen's new facility, (3) complete improvements to the social service building owned by Southwestern Community Services, and (4) replace windows, flooring and bathrooms for the day-care programs operated by the Keene Family YMCA;

that the delegation reaffirms its approval of the Housing and Community Development Plan and the Displacement and Relocation Plan for Cheshire County: that the County will accept either or both grants if they are approved and enter into contracts with the Office of State Planning; and further, that the County Commissioners are authorized to execute any documents which may be necessary for these contracts, including a contract for administration with the Keene Housing Authority.

Representative Avery seconded the motion. The motion passed with 16 voting in the affirmative and 2 in the negative.

There being no further business to come before the Committee, Chairperson Lynch adjourned the meeting at 7:45 p.m.

Respectfully submitted,

Timothy Robertson, Clerk

MINUTES
CHESHIRE COUNTY DELEGATION MEETING
WEDNESDAY, SEPTEMBER 6, 1995
Court House - Keene, NH

PRESENT: Representatives Burnham, Champagne, Cole, Delano, Doucette, Feuer, Hunt, Kingsbury, Laurent, Lynch, Manning, McGuirk, Richardson, Robertson, Russell, Smith, Steere, Wollner, Commissioners Beauregard, Martin and White.

Chairman Lynch convened the meeting at 7:01 p.m., and introduced Mr. Kendall Lane, chairman of the Board of Directors of the Regional Planning Commission and Transportation Advisory Committee.

1. Regional Planning Transportation Plan: Mr. Lane introduced Mr. Tim Murphy, Executive Director of the Planning Commission and Mr. Jeff Porter, Transportation Planner for the Commission.

Mr. Lane explained the purpose of coming before the Delegation this evening was to outline the Southwest Regional Planning Commission's 1995 TIP (Transportation Improvement Program) in cooperation with the NH Department of Transportation and the eight other NH Regional Planning Commissions. Regional Planning Commissions are the first level in the State wide planning process for scheduling transportation projects for State and Federal funding in the State's ten-year State wide TIP. Mr. Lane then turned the meeting over to Mr. Jeff Porter. Mr. Porter went on to explain that the 1995 Regional Planning Commission's TIPs were submitted to the NH Department of Transportation in April 1995; he also passed out copies of the 1995 Southwest Region TIP plans for the years 1997 through 2006. He went on to explain that the Department of Transportation compiles the various Regional Commission TIPs, integrates them with State priorities and the previously scheduled projects and develops their recommended State wide TIPs, complete with funding schedules.

The Department of Transportation's recommended State wide TIP is then submitted to the Governor's Advisory Commission, which is comprised of the Governor, Executive Councilors and Department of Transportation Commissioner. They then proceed with "Public Hearings" across the State in each County to hear testimony on the recommendations. Councilor Streeter will preside at the hearing for Cheshire County, on Monday, October 2, 1995, at 7:00 p.m. at the Keene High School. All representatives were encouraged to be in attendance to show their approval of the Regional Planning TIP program.

This committee then submits their recommendations to the Governor by December 1, 1995. The Governor submits his recommendations to the Legislature by January 15, 1996 and the Legislature is then asked to finalize the State wide TIPs by June 1996. Mr. Lane then went on to inform the group that the Transportation Advisory Committee of the Southwest Planning Commission found the need for a comprehensive community based study of the NH 101 corridor from Optical Avenue in Keene to 101A in Milford, NH., before any further significant improvements or changes in the capacity or alignment of NH 101 can be made in the Southwest Region.

The current NH ten-year TIP plan includes the project, which is reconstruction of NH 101 from Optical Avenue, Keene to seven miles east of Chesham Road in Dublin. It is scheduled for preliminary engineering in 1997 and construction in the year 2006.
Southwest Regional Planning Commission has requested that the study be funded through the State's ten-year transportation improvement program in the year 1997. However, given the uncertainties of the availability of funds through the State the Transportation Advisory committee of the Regional Planning Commission is also seeking legislative support for the study to help insure support for funding at all levels of the planning and funding process.

Chairperson Lynch encouraged the representatives to read the Southwest Regional Planning Commission's Corridor Study as presented to the Delegation this evening.
2. Finance Department's Computer Upgrade: Commissioner Martin explained to the Delegation members present the current computer system at Maplewood is an old Burroughs system and is 9 years old and has suffered several crashes during the past year. The Board felt now is the time to proceed to get the system upgraded, both hardware and software. The Board would like to see it up and going by January 1996.

Commissioner Martin hoped all the Representatives had an opportunity to review the materials that were passed out regarding the upgrade at the last Delegation Meeting and took the opportunity to visit the Finance Department to discuss the upgrade with either the Controller or Assistant Controller. Commissioner Martin went on to explain that some preliminary costs were obtained and the upgrade would be in the range of around $48,000.00, and this project would be put out to bid. He then opened for questions from the Representatives.

Representative Steere informed the group that he had met with Controller Titus and was given a tour of the department explaining what we currently have and

what we plan to purchase. Representative Steere did feel there was a need for the upgrade and was supportive of the purchase in 1995. Representative Laurent questioned if it would mean an increase in staffing, Commissioner Martin said it would remain stable, there would not be an increase nor decrease. Representative Cole questioned if the payroll portion being farmed out on the outside had been looked into, Commissioner Martin said that it had and did not prove to be cost effective at this time for various reasons, with the expense of doing payroll on a weekly basis along with the cross training of the staff.

Representative Smith made a motion that the Delegation authorize the Commissioners to purchase the upgraded computer system in a dollar amount not to exceed $48,000.00. Representative Feuer seconded the motion, Representative Hunt stated he would abstain from the vote. Representative Champagne questioned if the motion was appropriate and does it satisfy the needs of the Board. Commissioner Martin stated he would modify the motion to state the funds were to come from the Capitol Reserve Fund set up for computer purchases. Representative Wollner suggested that the motion be taken off the table and a new motion made. Representative Champagne moved to take the motion from the table, Representative Wollner seconded the motion, voted unanimously. Representative Smith then made another motion that the Cheshire County Delegation authorize the expenditure of an amount not to exceed $48,000.00, with said funds to be transferred from the Computer Capital Reserve Account for the purpose of replacing computer hardware and software in the Cheshire County Finance Department. Representative Feuer seconded the motion, the motion passed with a vote of seventeen (17) in favor and one (1) abstention.

Representative Feuer moved to adjourn the meeting, Representative Cole seconded the meeting, voted unanimously.

Respectfully submitted,

Timothy Robertson, Clerk

ED/fcp

MINUTES
CHESHIRE COUNTY EXECUTIVE COMMITTEE
Monday, December 18, 1995
Courthouse, Keene, NH

PRESENT: Commissioners Bearuregard; Martin, White; Assistant DeYoung; Representatives; Avery, Burnham, Laurent, Pratt, Robertson, Royce, Smith; Treasurer Conway.

At 6:30 p.m. Chairman Smith convened the meeting.

TREASURERS REQUEST: County Treasurer, Roger Conway appeared before the committee upon request of the Cheshire County Commissioners to seek approval to borrow an amount not to exceed 7.5 million dollars for the budget year January 1, 1996 to December 31, 1996. A motion made by Rep. Royce that upon the request of the Cheshire County Board of Commissioners, to authorize Roger Conway, Treasurer of Cheshire County who comes before the Executive Committee of the Cheshire County Delegation, to seek authorization to borrow in anticipation of taxes, an amount of money not to exceed seven and one half (7.5) million dollars for the 1996 Budget year, January 1, 1996 to December 31, 1996. Rep.Avery seconded the motion. Representatives Avery, Burnham, Laurent, Pratt, Robertson, Royce, Smith all voting in favor of the motion.

THIRD QUARTER BUDGET REVIEW:
The Committee then reviewed the Third Quarter 1995 Budget figures which had been previously mailed to them. A few minor questions were raised regarding the budget but were answered by the Commissioners who were present.

1996 BUDGET REVIEW SCHEDULE:
Rep. Smith asked the Representatives present what schedule for reviewing the 1996 Budget would be most convenient for them. After discussion, it was agreed to meet each Monday in January from 8:30 a.m. until 12:30 p.m.

There being no further business to come before the committee, Chairman Smith adjourned the meeting at 7:00 p.m.

Respectfully submitted,

Timothy Robertson, Clerk

MINUTES
CHESHIRE COUNTY DELEGATION MEETING
MONDAY, DECEMBER 18, 1995
Court House - Keene

PRESENT: Representatives Avery, Burnham, Champagne, Delano, Doucette, Feuer, Laurent, Manning McGuirk, Pratt, Richardson, Robertson, Royce, Smith, Wollner, Commissioners Martin, Beauregard and White, Treasurer Conway and Assistant DeYoung.

Acting Chairperson Avery, convened the meeting at 7:00 p.m., and introduced Gregg Martin, Chairperson of the County Commissioners.

1. Cheshire County Budget Public Hearing:
At 7:00 p.m., Commissioner Martin opened the Public Hearing scheduled for the purpose of reviewing the Commissioners' Proposed Budget for 1996. A 1996 Budget Analysis of expenditures and revenue was presented to those present, as Commissioner Martin reviewed each line in the Budget, answering any questions presented by the Representatives, as they arose.

Acting Chairperson Avery, suspended the Public Hearing on the Cheshire County Budget at 7:30 p.m., and introduced Mrs. Linda Mangones, Administrative Assistant with the Keene Housing Authority.

Rep. Avery reconvened the meeting at 8:00 p.m. With no further questions on the Commissioners' Proposed Budget, the next item on the Agenda was addressed.

2. Community Development Block Grant (CDBG) Public Hearing:
Mrs. Mangones introduced Mr. Jack Munn, Senior Planner with the Southwest Region Planning Commission.

Mrs. Mangones explained that this Public Hearing is scheduled for the purpose of seeking County Delegation approval to authorize the Cheshire County Commissioners to apply for CDBG funds. She noted that CDBG funds are awarded on a competitive basis through New Hampshire and may be used for housing, public facilities and economic development projects which benefit low and moderate income persons. Mrs. Mangones went on to explain that Cheshire county may apply for a maximum amount of $500,00 for a one-year project, or $1 million for a two-year project. She noted that to apply for these funds, the County must adopt a Displacement and Relocation Plan and a Housing and

Community Development Plan. Mrs. Mangones then turned the meeting over to Mr. Jack Munn.

Mr. Munn distributed a handout to the Delegates, Commissioners and public, which outlined the actions needed to proceed with the Hearing (see attached). He explained that the Displacement and Relocation Plan and Housing and Community Development Plan were federal requirements for every unit of local government seeking CDBG funds. He noted that the existing Housing and Community Development Plan for Cheshire County had been updated by adding new goals to the plan and that the plan's summary
would only need to be reaffirmed in the future as new CDBG projects are considered by the County. Mr. Munn explained that an addendum needed to be inserted in the plan stating that the County supports, "activities for constructing elderly/handicapped access to existing municipal and public school buildings and public property located in Cheshire County".

Mr. Munn then inquired if Mr. Martin, Chairperson of the County Commissioners, and a member of the Cheshire County ADA Advisory Committee, would outline the work of this Committee and the Planning Commission over the last six months. Mr. Martin indicated that the county-wide conference and several workshops had been sponsored for the purpose of assisting the towns within the County in identifying and addressing accessibility needs to public facilities to comply with the Americans with Disability Act. He explained that the Advisory Committee had reviewed the requests submitted by eleven towns and Cheshire County and that the Committee is recommending that Cheshire County pursue a one-year 1996 CDBG grant application for up to $500,000 in funding. Mr. Martin explained that this grant would be a one to one match and that the voters in each town would need to approve the match. He noted that towns which did not receive voter approval at their annual town meeting could reapply through the County in a second grant application round for 1997 CDBG funds.

Upon no discussion or comments from the public, Representative Pratt moved to authorize the Cheshire County Board of Commissioners to apply for a Community Development Block Grant, as recommended by the Cheshire County ADA Advisory Committee, up to a sum of $500,000 from 1996 funds. The motion further states that the grant shall be administered by Southwest Region Planning Commission and be made available to municipal and educational entities, including Cheshire County government. Funds shall be targeted for those projects, or a portion thereof, specifically related to compliance with the Americans with disabilities Act. Rep. Laurent seconded the motion, the motion passed with a unanimous vote of the representatives.

Mrs. Mangones next proceeded to inform the Representatives, Commissioners and public, that the second CDBG project as advertised, involving a joint economic development application with the City of Keene, had to be withdrawn because the medical products company wishing to relocate from Hudson, Mass. And build a manufacturing facility on Bradco Rd. Had selected another site.

Mr. Martin then inquired if there were any other comments from the public or motions that needed to be entertained with respect to the ADA project. Mr. Munn responded that several motions were necessary to reaffirm the Displacement and Relocation Plan, to accept the updated Housing and Community Development Plan and to authorize the Planning Commission to apply for the grant on behalf of the County.

Rep. Laurent next moved to reaffirm the County's Displacement and Relocation Plan and to accept the updated Cheshire County Housing and Community Development Plan. Rep. Champagne seconded the motion. Mr. Munn commented that this motion should also reflect the proposed addendum to the plan. Rep. Robertson moved to amend the motion as so noted. Rep. Burnham seconded the motion, the motion passed with a unanimous vote of the Representatives.

Commissioner White then moved to authorize the Southwest Region Planning Commission to apply on behalf of the Cheshire County commissioners for up to $500,000 of Community Development Block Grant funds for 1996. Commissioner Beauregard seconded the motion, the motion passed with a unanimous vote of the Commissioners. Commissioner Beauregard then moved to reaffirm the County's Displacement and Relocation Plan and to accept the updated Cheshire County Housing and Community Development Plan as so noted with the addendum added. Commissioner White seconded the motion, the motion passed with a unanimous vote of the Commissioners.

3. Marlow Tax Payment:

Rep. Joseph Feuer, who is also a Selectman from the town of Marlow, approached the Delegation to request an abatement on the late fee penalty imposed on towns for not paying the town taxes due to the County by the 10th of December. He explained that the town properties had been reassessed in the late spring and summer, and the town's new tax rate was not received in time to distribute town tax bills to the residents in time to receive their payments, which would then enable the town to pay the County tax. Treasurer Conway indicated a late penalty bill would have to be sent to the town in any event, however, the Delegation could vote to have that bill abated. Rep. Laurent moved to excuse the late penalty fees incurred by the town of Marlow for not paying their taxes

to the County on the due date of December 10th. Rep. Burnham seconded the motion. After discussion, it was suggested to present this situation to the county attorney for an opinion on the legality of such an abatement. The motion was then amended that contingent on the county attorney's findings, the town of Marlow be excused from paying any late fees on county taxes, which are due December 10th. The town taxes must be paid by January 31, 1996. The motion was passed unanimously by a voice vote, with Rep. Feuer abstaining.

There being no further business to come before the committee, the meeting was adjourned at 8:23 p.m.

Respectfully submitted,

Timothy Robertson, Clerk

ED/fcp